

## 1 ARTICLE 23

### 2 SALARIES

#### 4 23.1 Promotion Increases.

5 (a) Promotion salary increases shall be granted on August 8 following that promotion in  
6 an amount equal to 9.0% of the employee's salary as of August 7 in recognition of  
7 promotion to one of the following ranks: Associate Professor, Associate Instructor,  
8 Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in \_\_\_\_\_, Associate  
9 Instructional Designer, and Associate University Librarian.

10 (b) Promotion salary increases shall be granted on August 8 following that promotion in  
11 an amount equal to 10.0% of the employee's salary as of August 7 in recognition of  
12 promotion to one of the following ranks: Professor, Senior Instructor, Senior Lecturer,  
13 Scholar/Scientist/Engineer, University Librarian, and Senior Instructional Designer.

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15 **23.2 Legislatively Mandated Increases.** Any legislatively mandated increases shall be  
16 implemented as soon as practicable.

#### 18 23.3 One-Time Payment and Other Increases.

19 (a) One-time payment for 2022-2023. Effective February 17, 2023 (distributed on pay  
20 date March 10, 2023), the university shall provide a one-time payment of \$3,000.00 to each  
21 employee who was in a continual, non-OPS employment relationship with the university on  
22 May 7, 2022; whose 2021-2022 annual evaluation, if provided, was Satisfactory or above;  
23 and who remains employed by the university in an in-unit position at the date of  
24 implementation. Those employed on or after May 8, 2021, who did not receive an annual  
25 evaluation for 2021-2022 will be assigned a Satisfactory rating for the purpose of this  
26 payment. If an employee's position is less than 1.0 FTE, the payment shall be prorated.

27 (b) Across-the-Board Salary Increases. Effective February 17, 2023 (distributed on pay  
28 date March 10, 2023), each eligible Education and General (E&G) employee shall receive a  
29 1.0% increase to the employee's salary. This increase will be calculated using the  
30 employee's salary as of February 16, 2023. An employee shall be eligible if the employee's  
31 most recent annual evaluation, if provided, was Satisfactory or above; the employee was in  
32 a continual, non-OPS employment relationship with the University on May 7, 2022; and the  
33 employee remains in a continual in-unit employment relationship at the date of  
34 implementation. Employees employed in 2021-2022 who meet the qualifications above and  
35 who were not evaluated shall be assigned a Satisfactory rating for the purpose of this  
36 increase and shall be eligible for the increase.

37 (c) Merit Salary Increases. Effective March 17, 2023 (distributed on pay date April 7,  
38 2023), the University shall provide merit salary increases to each department/unit equal to  
39 2.0% of the total salary of E&G employees in the department/unit as of February 16, 2023.  
40 All E&G employees who are not members of a department/unit shall be grouped together  
41 and treated as a department/unit for the purpose of calculating and providing merit salary  
42 increases. Merit salary increases shall be provided to eligible E&G employees in each  
43 department/unit who were in a continual, non-OPS employment relationship with the  
44 University on May 7, 2022; who remain in a continual in-unit employment relationship at the  
45 date of implementation; and meet the following criteria and procedures.

46 (1) Eligibility. For the 2022-2023 academic year, an employee is eligible under this  
47 section if they received an overall Above Satisfactory or Outstanding on their most recent  
48 annual evaluation and are still employed in unit at the University on the date of  
49 implementation.

50 (2) Distribution. The merit salary increases for eligible employees shall be calculated  
51 as a percentage of their salary as of February 16, 2023. Such increases shall be distributed  
52 proportionately to those eligible employees whose most recent annual evaluations are  
53 Above Satisfactory or Outstanding in a ratio of 1.0 for Above Satisfactory and 1.5 for  
54 Outstanding.  
55

#### 56 **23.4 Salary Increases for Employees Funded by Contracts and Grants or** 57 **Auxiliary Accounts.**

58 (a) Employees on contracts or grants shall receive salary increases equivalent to similar  
59 employees on Education and General (E&G) funding, provided that such salary increases  
60 are permitted by the terms of the contract or grant and adequate funds are available for this  
61 purpose in the contract or grant. In the event such salary increases are not permitted by the  
62 terms of the contract or grant, or in the event adequate funds are not provided, the  
63 University's representative shall seek to have the contract or grant modified to permit or  
64 fund such increases.

65 (b) Nothing contained herein shall prevent employees whose salaries are funded by  
66 grant agencies from being allotted raises higher than those provided in this Agreement if  
67 such increases are provided by the granting agency.

68 (c) Employees funded by auxiliary accounts shall receive salary increases equivalent to  
69 similar employees on E&G funding, provided that adequate funds are available in the  
70 appropriate auxiliary account.  
71

72 **23.5 Annual Incentive Award Programs.** Incentive Award Programs recognize and  
73 promote employee excellence and productivity that respond to and support the mission of  
74 the University of Central Florida, including its strategic initiatives and five key goals. The  
75 provost or his or her designee shall give final approval for awards to successful faculty.

76 Each academic year, the University shall make available to eligible employees 115  
77 Incentive Awards. The awards shall be distributed to awardees in the next award cycle after  
78 ratification of this document as set forth below. Regardless of contract length (9 months  
79 through 12 months), award recipients shall receive a one-time award of \$5,000 as soon as  
80 practicable and a \$5,000 increase to their salary effective at the beginning of the  
81 succeeding academic year. Employees on visiting and other temporary appointments are  
82 not eligible for incentive awards. Employees on non-E&G funding will be eligible for the  
83 increase depending on availability of funds. All full-time employees in the appropriate  
84 discipline with at least four academic years of continuous, non-OPS service at UCF  
85 immediately prior to the current academic year are eligible.

86 (a) UCF-Teaching Incentive Program. The UCF-Teaching Incentive Program ("UCF-  
87 TIP") rewards teaching productivity and excellence. Each academic year the University shall  
88 make available up to fifty-five UCF-TIP awards to eligible employees. The UCF-TIP award  
89 recognizes employee contributions to UCF's key goals of offering the best undergraduate  
90 education available in Florida and achieving international prominence in key programs of  
91 graduate study. Employees applying for TIPs must meet current productivity criteria.

92 (b) UCF-Research Incentive Award Program. The UCF-Research Incentive Award  
93 ("UCF-RIA") program recognizes outstanding research, scholarly, or creative activity that

94 advances the body of knowledge in a particular field, including interdisciplinary research  
95 and collaborations. Each academic year the University shall make available up to fifty-five  
96 UCF-RIA awards to eligible employees. The UCF-RIA award recognizes employee  
97 contributions to UCF's key goal of achieving international prominence in research and  
98 creative activities.

99 (c) Scholarship of Teaching and Learning Awards (SoTLs). SoTLs recognize discovery,  
100 reflection, and using evidence-based methods to research effective teaching and student  
101 learning in higher education (i.e., at the university level). SoTL goes beyond teaching based  
102 on evidence for specific teaching and learning practices. While the implementation of SoTL  
103 outcomes may result in teaching excellence and increased teaching effectiveness, this  
104 award recognizes scholarly efforts beyond teaching excellence. The University shall make  
105 available up to five SoTL awards.

106 (d) Applications for Incentive Awards. Applications shall be completed online. These  
107 awards shall be made according to the criteria or procedures listed on the Faculty  
108 Excellence website.

109 (e) Incentive Award Selection.

110 (1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs shall  
111 be elected by and from the unit employees. The committees shall equitably represent the  
112 departments or units within them. Employees who plan to apply in the current cycle for a  
113 particular award shall not be eligible to serve on the committee. A committee chairperson  
114 for each incentive award program shall be elected by and from the college/unit committee.  
115 The chairperson shall charge the committee that members shall only consider the merits of  
116 the application. No additional outside information or discussion of position, e.g., instructor  
117 vs. tenure track employee, past awards, current salary, etc., may be considered, nor may  
118 additional criteria be used. The committee shall review the award applications and shall  
119 submit a ranked list of recommended employees to the dean or dean's representative. In  
120 ranking the applicants, committee members shall only consider the merits of the application.

121 a. Each committee member shall review all applications and transmit a  
122 preliminary ranking to the committee chair. Committee members may rank as many  
123 applicants as they deem merit the award, with the highest rank given to the top candidate  
124 (i.e., the highest rank equals the number of applicants, N), the next highest rank being N-1,  
125 and so on. Applications that are not deemed acceptable for an award by a committee  
126 member shall be left unranked in that committee member's rankings.

127 b. In larger colleges or units, subcommittees may be formed from the committee  
128 at-large in the interest of efficient evaluation of the incentive award applications. Each  
129 subcommittee must include at least three members, and every member of the committee at-  
130 large must serve on a subcommittee. The applications to be reviewed shall be equitably  
131 partitioned among the subcommittees. The subcommittees shall follow the ranking  
132 procedure outlined above to determine which applications they recommend to the  
133 committee at-large. Then the committee at-large shall be convened to review the  
134 applications recommended by the subcommittees.

135 c. The committee chair shall convene the committee (at-large) and review their  
136 initial rankings. Discussion shall be limited to information contained in the application and  
137 may focus on applicants with few or dispersed rankings.

138 d. Following this discussion, the committee shall use a secret ballot to rank  
139 candidates using the procedure outlined in (a) above.

140 e. A majority of voting committee members present must rank an applicant for  
141 that employee to be eligible for an incentive award.

142 f. The applicant with the highest mean rank (i.e., the sum of the applicant's  
143 rankings divided by the number of committee members present) shall have the highest  
144 priority for an incentive award, the applicant with the next highest mean rank the next  
145 highest priority, and so on, until all applicants who received rankings by a majority of  
146 committee members present are ranked in order.

147 g. In the case of T applicants with tied mean rank for the final T-1 or fewer  
148 available award(s), the procedure outlined in (a) above, with T being the highest possible  
149 rank, shall be used to break the ties. The ranking process outlined in (a) above shall be  
150 used as many times in succession as necessary until all such ties are resolved and a final  
151 ranked list is complete.

152 h. The committee chair shall transmit this ranked list to the dean or dean's  
153 representative, or unit head who reviews and approves the awards. If the selection  
154 committee awards fewer than the number of awards available or if the dean or unit head  
155 does not approve an award from the list submitted by the selection committee, then the  
156 award(s) shall be retained in the same college or unit for one additional cycle before it is  
157 returned to the overall pool for apportionment.

158 i. For purposes of TIP/RIA selection as stated above, "college" shall also  
159 include the group of employees whose primary assignment is in the College of  
160 Undergraduate Studies, the College of Graduate Studies, an institute, or center. Two TIPs  
161 and two RIAs shall be available to the employees grouped together as described here. The  
162 college committee shall consist of a member from each of the units represented.

163  
164 **23.6 Excellence Awards.** The University shall implement the merit-based bonuses set  
165 forth below to recognize and promote employee excellence and productivity that respond to  
166 and support the mission of the University of Central Florida.

167 (a) Trustee Chair Professorship. The UCF Trustee Chair Professorship is a multi-year  
168 appointment awarded to employees with an extraordinary record of accomplishment in the  
169 three primary areas of academic endeavor: teaching, research, and service. The objective  
170 of this appointment is to recognize and celebrate outstanding performance with a title and  
171 resources commensurate with accomplishment.

172 (1) Award recipients shall receive an annual budget of \$50,000 funded by the  
173 University. Up to \$25,000 can be used as a salary supplement. These chairs have a five-  
174 year appointment.

175 (2) Each academic year, the University may award Trustee Chair Professorships.

176 (3) The eligibility criteria for an applicant is holding the rank of tenured professor; the  
177 applicant must be recognized as a "foremost scholar" in his or her chosen area of expertise,  
178 meaning known as a preeminent scholar in his or her discipline; and have a positive impact  
179 to other scholars at UCF. Applications will be reviewed by a committee consisting of one  
180 Trustee Chair, one Pegasus Professor, the Chair of the Faculty Senate, and the Vice  
181 Provost for Faculty Excellence. An employee who holds the rank of full professor shall be  
182 appointed by the UCF-UFF Chapter President to serve as an ex officio member of the  
183 committee and shall not have a voting role except in the case of breaking any tie votes. The  
184 President and Provost or designee will make the final appointment.

185 (b) Pegasus Professor. The Pegasus Professor award recognizes excellence in the  
186 three primary areas of academic endeavor: teaching, research and service.

187 (1) Award recipients shall receive a one-time payment of \$5,000 as well as a  
188 Pegasus statue.

189 (2) Each academic year, the University may award Pegasus Professor awards.

190 (3) The eligibility criteria is having completed five academic years at the rank of  
191 tenured professor at UCF; having achieved excellence in teaching, research and/or creative  
192 activity; and demonstrable service and scope of national and international impact. The  
193 awards are ultimately determined by the President or designee.

194 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least  
195 three academic years of continuous non-visiting, non-OPS service at UCF immediately prior  
196 to the current academic year are eligible, except for employees who have received a  
197 college or university excellence award in the past three academic years in the category for  
198 which they are applying. For some Excellence awards, additional eligibility criteria are  
199 specified below. Award recipients shall receive a one-time payment of \$2,000. Each  
200 academic year, the University shall award Excellence in Undergraduate Teaching awards,  
201 one University Award for Excellence in Undergraduate Teaching, Excellence in Graduate  
202 Teaching awards, one University Award for Excellence in Graduate Teaching, one  
203 University Award for Excellence in Faculty Academic Advising, Excellence in Research  
204 awards, one University Distinguished Research award, one University Award for Excellence  
205 in Professional Service, one Excellence in Librarianship award, and one Excellence in  
206 Instructional Design award.

207 (1) Excellence in Undergraduate Teaching awards.

208 a. Eligibility. Employees must be assigned to teach at least two undergraduate  
209 courses in the current academic year and to have taught at least six undergraduate courses  
210 over the preceding three academic years.

211 b. The criteria for evaluating applicants' files shall include three major  
212 categories:

- 213 1. Innovations to improve undergraduate teaching;
- 214 2. Undergraduate teaching accomplishments/honors;
- 215 3. Evidence of impact on undergraduate teaching.

216 (2) Excellence in Graduate Teaching Awards.

217 a. Eligibility. Employees must have contributed significantly to graduate  
218 education, including substantial teaching of graduate courses (including thesis and  
219 dissertation courses) over the current academic year and the three preceding academic  
220 years.

221 b. The criteria for evaluating applicants' files shall include three major  
222 categories:

- 223 1. Innovations to improve graduate teaching;
- 224 2. Graduate Teaching Accomplishments/honors;
- 225 3. Evidence of impact on graduate teaching.

226 (3) Excellence in Research Awards

227 a. Eligibility. Employees must have an assignment of at least 0.10 FTE in  
228 research over each of the three immediately preceding academic years and the current  
229 academic year at UCF.

230 b. The criteria for evaluating applicants' files shall include three major  
231 categories.

- 232 1. Cumulative value and impact of research efforts at UCF within the  
233 discipline and to society;
- 234 2. Recognition of research impact by the individual's peers in the same or in  
235 related disciplines;
- 236 3. Publication/dissemination and presentation of research results.

237 (4) Excellence in Faculty Academic Advising.

- 238 a. Eligibility. All employees who currently advise and who have advised  
239 undergraduate students over the preceding three academic years are eligible.
- 240 b. The criteria for evaluating applicants' files shall include three major categories:  
241 1. Evidence of extra effort to improve advising;  
242 2. Evidence that students have been sensitively and appropriately informed  
243 and guided concerning career choices and academic opportunities;  
244 3. Evidence that the nominee serves as a role model in the pursuit of  
245 learning.
- 246 (5) University Awards for Excellence in Professional Service.
- 247 a. Eligibility. Employees who are assigned an FTE of at least 0.05 for  
248 professional service duties over the current academic year and for each of the three  
249 preceding academic years are eligible.
- 250 b. The criteria for evaluating applicants' files shall include three major  
251 categories:  
252 1. Evidence of effectiveness in service to the university by highlighting  
253 leadership contributions;  
254 2. Evidence of significant accomplishment in professional organizations in  
255 the nominee's discipline;  
256 3. Evidence of recognition for outreach activities, service, and leadership  
257 contributions to community organizations.
- 258 (6) Excellence in Librarianship.
- 259 a. Eligibility. Employees who have served at UCF as a librarian on a permanent  
260 line for the current academic year and at least the three academic years immediately  
261 preceding the current academic year are eligible.
- 262 b. The criteria for evaluating applicant's files shall include two major categories:  
263 1. Evidence of extra effort to improve library services and collections;  
264 2. Evidence of a sustained period of excellence in the library profession.
- 265 (7) Excellence in Instructional Design.
- 266 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-  
267 month contract at the time of nomination and over the three preceding academic years.
- 268 b. The criteria for evaluating applicant's files shall include two major categories:  
269 1. Innovative contributions to UCF and/or the ID field;  
270 2. Evidence of outstanding effort to promote quality of online instruction and  
271 improve relationships with faculty members at UCF.
- 272 (8) Recommendations for these awards are made by various committees and are  
273 ultimately determined by the President or designee.

274  
275 **23.7 Administrative Discretion Increases.** From the date of ratification of this  
276 document, through August 31, 2024, the University may provide Administrative Discretion  
277 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who  
278 were in an employment relationship with the University on May 7, 2021. Any Administrative  
279 Discretion Increase provided to contract and grant (C&G) or auxiliary-funded employees,  
280 any court-ordered or court-approved salary increase, any prevailing wage adjustment for  
281 the purpose of qualifying for immigration status, or any salary increase to settle a legitimate,  
282 broad-based employment dispute shall not be subject to the terms and limitations of this  
283 Section.

284 (a) The University may provide Administrative Discretion Increases for verified written  
285 offers of outside employment, special achievements, merit, compression and inversion,

286 equity and market equity considerations, and similar special situations to employees in the  
287 bargaining unit.

288 (b) Administrative Discretionary Increases for verified written offers of outside  
289 employment shall not be subject to the one and one-half percent (1.5%) salary rate  
290 limitation.

291 (c) UFF Notification. Within 45 days of the effective date of any such increase, the  
292 University shall provide to the UFF a written notification of the increase which states the  
293 name of the employee, the rank and discipline of the employee, the amount of the increase,  
294 and the reason for the increase.

295 (d) The University's ability to provide Administrative Discretion Increases shall expire  
296 August 31, 2024, and shall not become part of the status quo.

297

298 **23.8 Report to Employees.** All employees may access their salary information at any  
299 time through the UCF portal.

300

301 **23.9 Type of Payment for Assigned Duties.**

302 (a) Duties and responsibilities assigned by the University to an employee that do not  
303 exceed the available established FTE for the position shall be compensated through the  
304 payment of salary, not Other Personal Services (OPS) wages.

305 (b) Duties and responsibilities assigned by the University to an employee that are in  
306 addition to the available established FTE for the position shall be compensated through  
307 OPS wages, not salary.

308

309 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment  
310 option for 9-month employees shall be offered each year during an annual open enrollment  
311 period from April 1 to June 30. If chosen by the employee, this payment option shall  
312 become effective for one academic year starting with the first full pay period beginning after  
313 August 8. The plan shall allow for employees to select a fixed savings amount to be  
314 deducted from each of the nineteen full bi-weekly paychecks received during the Fall and  
315 Spring semesters with a change in that amount to account for those paychecks from which  
316 double premiums are deducted. The total savings shall be returned to the employee in  
317 equal amounts for the five full bi-weekly paychecks received during the Summer. The  
318 University shall provide an online calculator to assist the employee in determining a savings  
319 amount and fixed reduction amount that will allow the employee's net paychecks to remain  
320 approximately constant. Pay received for supplemental summer assignments shall be  
321 unaffected by this plan. This pay plan is subject to tax limitations.

322

323 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to  
324 an employee as compensation for performing a specific, titled administrative function shall  
325 be permitted under this agreement as an Administrative Salary Stipend. Within 45 days of  
326 the effective date of any Administrative Salary Stipend, the University shall provide UFF a  
327 written notification of the stipend which states the name of the employee, the rank and  
328 discipline of the employee, the amount of the stipend, and the reason for the stipend. If all  
329 or part of the stipend is later added to the employee's salary, the amount so converted shall  
330 be treated as an Administrative Discretion Increase during the year in which the conversion  
331 takes place and shall be subject to limitations of that section.

332

333 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees  
334 serving on twelve-month appointments shall be calculated by dividing the salary rate by  
335 26.1 pay periods.  
336

337 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and  
338 employment laws.