

1 **ARTICLE 23**2 **SALARIES**

3

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 Instructor, Associate Lecturer, Associate
8 Scholar/Scientist/Engineer, Associate in _____, Associate Instructional Designer, and
9 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: Senior Instructor, Senior Lecturer,
13 Scholar/Scientist/Engineer, University Librarian, and Senior Instructional Designer.

14 (c) Promotion salary increases shall be granted on August 8 following that promotion in
15 an amount equal to 11.0% of the employee's salary as of August 7 in recognition of
16 promotion to Associate Professor.

17 (d) Promotion salary increases shall be granted on August 8 following that promotion in
18 an amount equal to 12.0% of the employee's salary as of August 7 in recognition of
19 promotion to Professor.

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21 **23.2 Legislatively Mandated Increases.** Any legislatively mandated increases shall be
22 implemented as soon as practicable.

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24 **23.3 One-Time Payment and Other Salary Increases.**

25 (a) There was no salary increase or one-time payment for 2023-2024.

26 (b) One-time payment for 2024-2025. Effective October 11, 2024 (distributed on pay
27 date November 1, 2024), the university shall provide a one-time payment to each Education
28 and General (E&G) employee who was in a continual, non-OPS employment relationship
29 with the university on May 6, 2024; whose 2023-2024 annual evaluation, if provided, was
30 Satisfactory or above; and who remains employed by the university in an in-unit position at
31 the date of implementation. Those otherwise eligible employees who did not receive an
32 annual evaluation for 2023-2024 will be assigned a Satisfactory rating for the purpose of
33 this payment. If an employee's position is less than 1.0 FTE, the payment shall be prorated.

34 For each eligible employee, the one-time payment amount shall be determined using
35 the following table:

36

Salary (at 1.0 FTE) as of May 6, 2024	One-time Payment
Less than \$50,000	\$4,500
\$50,000 to \$99,999.99	\$4,000
\$100,000 to \$149,999.99	\$3,500
\$150,000 or more	\$3,000

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38 (c) Merit Salary Increases for 2024-2025. Effective October 11, 2024 (distributed on pay
39 date November 1, 2024), each eligible Education and General (E&G) employee shall
40 receive a 3.0% increase to the employee's salary. This increase will be calculated using the
41 employee's total salary as of May 6, 2024. An employee shall be eligible if the employee's

42 2023-2024 annual evaluation, if provided, was Satisfactory or above; the employee was in a
43 continual, non-OPS employment relationship with the University on May 6, 2024; and the
44 employee remains in a continual in-unit employment relationship at the date of
45 implementation. Employees employed in 2023-2024 who meet the qualifications above and
46 who were not evaluated shall be assigned a Satisfactory rating for the purpose of this
47 increase and shall be eligible for the increase.
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50 **23.4 Salary Increases for Employees Funded by Contracts and Grants or** 51 **Auxiliary Accounts.**

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

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

62 (c) Employees funded by auxiliary accounts shall receive salary increases equivalent to
63 similar employees on E&G funding, provided that adequate funds are available in the
64 appropriate auxiliary account.
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66 **23.5 Comprehensive Post Tenure Review Completion: Supplemental Payment**

67 (a) 2023-2024 Academic Year Completion. Effective November 22, 2024 (distributed on
68 pay date December 13, 2024), all tenured employees who were subject to comprehensive
69 post tenure review during the 2023-2024 academic year, who remain employed by the
70 university in a tenured position on the date of implementation, and whose 2023-2024
71 comprehensive post tenure review performance rating was "exceeds expectations" shall
72 receive a one-time payment of \$5,500. Also, effective November 22, 2024 (distributed on
73 pay date December 13, 2024), all tenured employees who were subject to comprehensive
74 post tenure review during the 2023-2024 academic year, who remain employed by the
75 university in a tenured position on the date of implementation, and whose 2023-2024
76 comprehensive post tenure review performance rating was "meets expectations" shall
77 receive a one-time payment of \$2,500.

78 (b) 2024-2025 Academic Year or Subsequent Completion. Effective three weeks before
79 the first pay date in May and distributed on the first pay date in May, all tenured employees
80 who were subject to comprehensive post tenure review during that academic year, who
81 remain employed by the university in a tenured position on the date of implementation, and
82 whose comprehensive post tenure review performance rating was "exceeds expectations"
83 shall receive a one-time payment of \$5,500 on the first pay date in May. Also, effective
84 three weeks before the first pay date in May and distributed on the first pay date in May, all
85 tenured employees who were subject to comprehensive post tenure review during that
86 academic year, who remain employed by the university in a tenured position on the date of
87 implementation, and whose comprehensive post tenure review performance rating was
88 "meets expectations" shall receive a one-time payment of \$2,500 on the first pay date in
89 May. For the 2024-2025 academic year, the effective date of these one-time payments shall

90 be April 11, 2025, and the date of distribution of these one-time payments shall be May 2,
91 2025.

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94 **23.6 Annual Incentive Award Programs.** Incentive Award Programs recognize and
95 promote employee excellence and productivity that respond to and support the mission of
96 the University of Central Florida, including its strategic initiatives and five key goals. The
97 provost or his or her designee shall give final approval for awards to successful faculty.

98 Each academic year, the University shall make available to eligible employees 55
99 Incentive Awards. The awards shall be distributed to awardees in the next award cycle after
100 ratification of this document as set forth below. Regardless of contract length (9 months
101 through 12 months), award recipients shall receive a one-time award of \$5,000 as soon as
102 practicable and a \$5,000 increase to their salary effective at the beginning of the
103 succeeding academic year. Employees on visiting and other temporary appointments are
104 not eligible for incentive awards. Employees on non-E&G funding will be eligible for the
105 increase depending on availability of funds. All full-time, non-tenured employees in the
106 appropriate discipline with at least four academic years of continuous, non-OPS service at
107 UCF immediately prior to the current academic year are eligible.

108 (a) UCF-Teaching Incentive Program. The UCF-Teaching Incentive Program (“UCF-
109 TIP”) rewards teaching productivity and excellence. Each academic year the University shall
110 make available up to thirty UCF-TIP awards to eligible employees. The UCF-TIP award
111 recognizes employee contributions to UCF’s key goals of offering the best undergraduate
112 education available in Florida and achieving international prominence in key programs of
113 graduate study. Employees applying for TIPs must meet current eligibility criteria.

114 (b) UCF-Research Incentive Award Program. The UCF-Research Incentive Award
115 (“UCF-RIA”) program recognizes outstanding research, scholarly, or creative activity that
116 advances the body of knowledge in a particular field, including interdisciplinary research
117 and collaborations, as well as using evidence-based methods to research effective teaching
118 and student learning in higher education (i.e., at the university level). Each academic year
119 the University shall make available up to twenty-five UCF-RIA awards to eligible employees.
120 The UCF-RIA award recognizes employee contributions to UCF’s key goal of achieving
121 international prominence in research and creative activities.

122
123 (c) Applications for Incentive Awards. Applications shall be completed online. These
124 awards shall be made according to the criteria or procedures listed on the Faculty
125 Excellence website. Eligible employees may apply for both TIP and RIA awards in the same
126 academic year; however, they may only receive one Incentive Award in an academic year.
127 In the event that an employee is selected for both TIP and RIA awards in the same
128 academic year, the process for finalizing awards selections is provided in 23.6 (e) (1) j.

129 (e) Incentive Award Selection.

130 (1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs shall
131 be elected by and from the unit employees. The committees shall equitably represent the
132 departments or units within them. Employees who plan to apply in the current cycle for a
133 particular award shall not be eligible to serve on the committee. A committee chairperson
134 for each incentive award program shall be elected by and from the college/unit committee.
135 The chairperson shall charge the committee that members shall only consider the merits of
136 the application. No additional outside information or discussion of position, e.g., instructor
137 vs. tenure track employee, past awards, current salary, etc., may be considered, nor may

138 additional criteria be used. The committee shall review the award applications and shall
139 submit a ranked list of recommended employees to the dean or dean's representative. In
140 ranking the applicants, committee members shall only consider the merits of the application.
141 All information available to the committee and all deliberations of the committee, except for
142 the ranked list of recommended employees, are to be held in strict confidence.

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

149 b. In larger colleges or units, subcommittees may be formed from the committee
150 at-large in the interest of efficient evaluation of the incentive award applications. Each
151 subcommittee must include at least three members, and every member of the committee at-
152 large must serve on a subcommittee. The applications to be reviewed shall be equitably
153 partitioned among the subcommittees. The subcommittees shall follow the ranking
154 procedure outlined in (a) above to determine which applications they recommend to the
155 committee at-large. Then the committee at-large shall be convened to review the
156 applications recommended by the subcommittees.

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

160 d. Following this discussion, the committee shall use a secret ballot to rank
161 candidates' applications using the procedure outlined in (a) above.

162 e. A majority of voting committee members present must rank an application for
163 that employee to be eligible for an incentive award.

164 f. The application with the highest mean rank (i.e., the sum of the applicant's
165 rankings divided by the number of committee members present) shall have the highest
166 priority for an incentive award, the application with the next highest mean rank the next
167 highest priority, and so on, until all applications who received rankings by a majority of
168 committee members present are ranked in order.

169 g. In the case of T eligible applications with tied mean rank remaining, the
170 procedure outlined in (a) above, with T being the highest possible rank, shall be used to
171 break the ties. The ranking process outlined in (a) above shall be used as many times in
172 succession as necessary until all such ties are resolved and a final ranked list is complete.

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

179 i. For purposes of TIP/RIA selection as stated above, "college" shall also
180 include the group of employees whose primary assignment is in the College of
181 Undergraduate Studies, the College of Graduate Studies, an institute, or center. One TIP
182 and one RIA shall be available to the employees grouped together as described here. The
183 college committee shall consist of a member from each of the units represented.

184 j. If an employee is selected to receive both TIP and RIA awards in the same
185 academic year, that employee, say, Employee A, shall be asked to choose to receive either
186 the TIP or RIA award and may be eligible to apply for and receive the other Incentive Award

187 in the next academic year. Employee A's dean shall use the committee rankings to
188 determine which employee should receive the TIP or RIA award that was not chosen by
189 Employee A.

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191 **23.7 Trustee Chair Professor, Pegasus Professor, and Excellence Awards.**

192 The University shall implement the merit-based bonuses set forth below to recognize and
193 promote employee excellence and productivity that respond to and support the mission of
194 the University of Central Florida.

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

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

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

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

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

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

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

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

222 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least
223 three academic years of continuous non-visiting, non-OPS service at UCF immediately prior
224 to the current academic year are eligible, except for employees who have received a
225 college or university excellence award in the past three academic years in the category for
226 which they are applying. For some Excellence awards, additional eligibility criteria are
227 specified below. Award recipients shall receive a one-time payment of \$2,000. Each
228 academic year, the University shall award Excellence in Undergraduate Teaching awards,
229 one University Award for Excellence in Undergraduate Teaching, Excellence in Graduate
230 Teaching awards, one University Award for Excellence in Graduate Teaching, one
231 University Award for Excellence in Faculty Academic Advising, Excellence in Research
232 awards, one University Distinguished Research award, one University Award for Excellence
233 in Professional Service, one Excellence in Librarianship award, and one Excellence in
234 Instructional Design award.

- 235 (1) Excellence in Undergraduate Teaching awards.
236 a. Eligibility. Employees must be assigned to teach at least two undergraduate
237 courses in the current academic year and to have taught at least six undergraduate courses
238 over the preceding three academic years.
239 b. The criteria for evaluating applicants' files shall include three major
240 categories:
241 1. Innovations to improve undergraduate teaching;
242 2. Undergraduate teaching accomplishments/honors;
243 3. Evidence of impact on undergraduate teaching.
- 244 (2) Excellence in Graduate Teaching Awards.
245 a. Eligibility. Employees must have contributed significantly to graduate
246 education, including substantial teaching of graduate courses (including thesis and
247 dissertation courses) over the current academic year and the three preceding academic
248 years.
249 b. The criteria for evaluating applicants' files shall include three major
250 categories:
251 1. Innovations to improve graduate teaching;
252 2. Graduate Teaching Accomplishments/honors;
253 3. Evidence of impact on graduate teaching.
- 254 (3) Excellence in Research Awards
255 a. Eligibility. Employees must have an assignment of at least 0.10 FTE in
256 research over each of the three immediately preceding academic years and the current
257 academic year at UCF.
258 b. The criteria for evaluating applicants' files shall include three major
259 categories.
260 1. Cumulative value and impact of research efforts at UCF within the
261 discipline and to society;
262 2. Recognition of research impact by the individual's peers in the same or in
263 related disciplines;
264 3. Publication/dissemination and presentation of research results.
- 265 (4) Excellence in Faculty Academic Advising.
266 a. Eligibility. All employees who currently advise and who have advised
267 undergraduate students over the preceding three academic years are eligible.
268 b. The criteria for evaluating applicants' files shall include three major categories:
269 1. Evidence of extra effort to improve advising;
270 2. Evidence that students have been sensitively and appropriately informed
271 and guided concerning career choices and academic opportunities;
272 3. Evidence that the nominee serves as a role model in the pursuit of
273 learning.
- 274 (5) University Awards for Excellence in Professional Service.
275 a. Eligibility. Employees who are assigned an FTE of at least 0.05 for
276 professional service duties over the current academic year and for each of the three
277 preceding academic years are eligible.
278 b. The criteria for evaluating applicants' files shall include three major
279 categories:
280 1. Evidence of effectiveness in service to the university by highlighting
281 leadership contributions;
282 2. Evidence of significant accomplishment in professional organizations in
283 the nominee's discipline;

- 284 3. Evidence of recognition for outreach activities, service, and leadership
 285 contributions to community organizations.
- 286 (6) Excellence in Librarianship.
- 287 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
 288 line for the current academic year and at least the three academic years immediately
 289 preceding the current academic year are eligible.
- 290 b. The criteria for evaluating applicant's files shall include two major categories:
 291 1. Evidence of extra effort to improve library services and collections;
 292 2. Evidence of a sustained period of excellence in the library profession.
- 293 (7) Excellence in Instructional Design.
- 294 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
 295 month contract at the time of nomination and over the three preceding academic years.
- 296 b. The criteria for evaluating applicant's files shall include two major categories:
 297 1. Innovative contributions to UCF and/or the ID field;
 298 2. Evidence of outstanding effort to promote quality of online instruction and
 299 improve relationships with faculty members at UCF.
- 300 (8) Recommendations for these awards are made by various committees and are
 301 ultimately determined by the Provost or designee.

302
 303 **23.8 Administrative Discretion Increases.** From the date of ratification of this
 304 document, the University may provide Administrative Discretion Increases. Any
 305 Administrative Discretion Increase provided to contract and grant (C&G) or auxiliary-funded
 306 employees, any court-ordered or court-approved salary increase, any prevailing wage
 307 adjustment for the purpose of qualifying for immigration status, verified written offers of
 308 outside employment, or any salary increase to settle a legitimate, broad-based employment
 309 dispute shall not be subject to the terms and limitations of this Section.

310 (a) The University may provide Administrative Discretion Increases for, special
 311 achievements, merit, compression and inversion, equity and market equity considerations,
 312 and similar special situations to employees in the bargaining unit.

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

317
 318 **23.9 Report to Employees.** All employees may access their salary information at any
 319 time through the UCF portal.

320
 321 **23.10 Type of Payment for Assigned Duties.**

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

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

328
 329 **23.11 Twelve-Month Payment Option.** The parties agree that a twelve-month payment
 330 option for 9-month employees shall be offered each year during an annual open enrollment
 331 period from April 1 to June 30. If chosen by the employee, this payment option shall

332 become effective for one academic year starting with the first full pay period beginning after
333 August 8. The plan shall allow for employees to select a fixed savings amount to be
334 deducted from each of the nineteen full bi-weekly paychecks received during the Fall and
335 Spring semesters with a change in that amount to account for those paychecks from which
336 double premiums are deducted. The total savings shall be returned to the employee in
337 equal amounts for the five full bi-weekly paychecks received during the Summer. The
338 University shall provide an online calculator to assist the employee in determining a savings
339 amount and fixed reduction amount that will allow the employee's net paychecks to remain
340 approximately constant. Pay received for supplemental summer assignments shall be
341 unaffected by this plan. This pay plan is subject to tax limitations.
342

343 **23.12 Administrative Salary Stipends.** A temporary salary increase that is provided to
344 an employee as compensation for performing a specific, titled administrative function shall
345 be permitted under this agreement as an Administrative Salary Stipend. Within 45 days of
346 the effective date of any Administrative Salary Stipend, the University shall provide UFF a
347 written notification of the stipend which states the name of the employee, the rank and
348 discipline of the employee, the amount of the stipend, and the reason for the stipend. If all
349 or part of the stipend is later added to the employee's salary, the amount so converted shall
350 be treated as an Administrative Discretion Increase during the year in which the conversion
351 takes place and shall be subject to limitations of that section.
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353 **23.13 Salary Rate Calculation and Payment.** The biweekly salary rate of employees
354 serving on twelve-month appointments shall be calculated by dividing the salary rate by
355 26.1 pay periods.
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357 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and
358 employment laws.