

June 15, 2022

To: Department Chairs, Directors, and Business Officers

From: June Betancourt, Director  
Academic Personnel

Re: 2022-23 Salary Increase Programs for Academic Employees

President Drake has approved a salary increase program for academic employees for the 2022-23 academic year. A general range adjustment of 4% will be applied to the salary scales for policy covered academic employees. Represented academic employees will receive increases as stipulated in the applicable Memorandums of Understanding. Salary increases will be applied at UCSB as follows:

- **Non-Senate, Non-Represented Academic Employees (Academic Coordinators, policy covered Academic Researchers and Librarians):** Salary scales will be increased by 4% effective July 1, 2022 (July 10 for bi-weekly paid employees). Off-scale supplements will not be increased.
- **Represented Academic Researchers (Research, Project Scientist, and Specialist series):** Salary scales will be increased by 3% effective July 1, 2022 (July 10 for bi-weekly paid employees), per the Memorandum of Understanding between the University and the UAW. Off-scale supplements will not be increased.
- **Represented Librarians:** Salary scales will be increased by 3% effective July 1, 2022 (July 10 for bi-weekly paid employees), per the Memorandum of Understanding between the University and the UC-AFT.
- **Unit 18 Faculty (Lecturers and Supervisors of Teacher Education):** Salary scales will be increased by 3% effective July 1, 2022 (July 10 for bi-weekly paid employees), per the Memorandum of Understanding between the University and the UC-AFT.
- **Academic Senate Faculty:** Salary scales will be increased by 4% effective October 1, 2022. Off-scale supplements will be increased by 4%. Above scale appointees will receive a 4% increase to their total salary.
- **Academic Student Employees (TAs, Associates, Readers, and Tutors, Graduate Student Researchers) and Postdoctoral Scholars:** Salary scales are unchanged at this time.

**Please share this information with your academic employees as appropriate.**

The July 1, 2022 increases will be processed centrally from July 1-8, 2022. ***Further detail regarding the July 1, 2022 implementation is attached.*** Details regarding the October 1, 2022 implementation will be shared in September.

Questions may be directed as follows:

Academic Researcher series	<b>Joanna Kettmann</b>	<a href="mailto:Joanna.kettmann@ucsb.edu">Joanna.kettmann@ucsb.edu</a>
Student titles and Postdoctoral Scholars	<b>Billy Ko</b>	<a href="mailto:Billy.ko@ucsb.edu">Billy.ko@ucsb.edu</a>
All other academic series	<b>Lia Cabello or Mira Lázaro</b>	<a href="mailto:lia.cabello@ucsb.edu">lia.cabello@ucsb.edu</a> <a href="mailto:msslaza@ucsb.edu">msslaza@ucsb.edu</a>

## **Guidelines and Implementation Process for Academic Employee Salary Increases effective July 1, 2022**

### **General Salary Scale Increase Guidelines**

Employees who received a merit or promotion effective July 1, 2022 will receive the increase in addition to the approved merit or promotion.

By-agreement payments and stipends are not subject to the increase.

Ongoing recall appointments will not be subject to the increase. At the time of reappointment or new appointment the annual salary should be recalculated as described in Red Binder I-70.

Deans and full-time faculty administrators who are covered by Academic Personnel Manual policy will receive a 4% salary increase.

Visiting appointments are not subject to the increase unless the salary is currently at the minimum for the rank. Salaries that are at the minimum will be increased to the new minimum.

Employees with off-scale supplements based on prevailing wage requirements will be adjusted according to the terms of the approval letter for the supplement.

### **Process for implementation**

The salary increase will be processed centrally in collaboration with the UCPath Center beginning July 1, 2022. [A UCPath freeze for impacted employees will take place from Thursday, June 30 at 5:00 PM through Thursday, July 7 at 5:00 PM.](#)

Departments are strongly encouraged to ensure that all 6/30/2022 or earlier expected end dates have been appropriately managed. Employees with expected end dates of 6/30/2022 or earlier will **not** be range adjusted via the central process managed by UCPC. If such employees' appointments are not extended in time for the range to be picked up via the central process, they will need be adjusted manually. Manually entered pay increases will be input as part of the standard reappointment update process:

- Reappointment details are input by the central AP Path Analyst following the approval/post audit process.
- Retroactive pay due to late entry of a pay rate increase should be paid out automatically via the retro-module on the next on-cycle check.
- Departments are responsible for confirming Job Data attributes are correct, and pay issues correctly. *Note: if the appointment change includes and FTE change, any pay increase will not be picked up by the retro-module. Departments will need to review Job Data for when the updates appear, and work with BFS on any required corrective pay action.*

The July 1, 2022 salary scales will be posted shortly.

For titles that are tracked in AP Folio, the salary information will be updated when the payroll update is run.