

June 9, 2017

To: Department Chairs, Directors, and Business Officers (via SBCHR-L, SBDIR-L, and SBADM-L)

From: Cindy Doherty, Director
Academic Personnel

Re: July 1, 2017 Salary Increase Programs for Academic Employees

As Chancellor Henry Yang announced in his memo of June 8, 2017, President Napolitano has approved a salary increase program for non-represented academic employees effective July 1, 2017. Represented academic employees will receive increases as stipulated in Memorandums of Understanding. Salary increases will be implemented as follows:

- **Non-represented academic employees:** Salaries will be increased by 2.7% as follows.
 - Salary scales, off-scale supplements, and above scale salaries will be increased by 1.5%.
 - The President has also authorized additional supplements for non-represented employees according to criteria specified by the Office of the President. A supplemental increase of 1.2% will be applied in addition to the salary scale adjustment. At UCSB, this supplement will be applied as outlined in the attached General Salary Increase Guidelines and Supplemental Increase Program guidelines.
- **Non-Exempt employees in academic titles:** Rates will change effective July 2, 2017 for non-exempt employees to coincide with the bi-weekly pay reporting period.
- **Non-Senate Faculty (Lecturers and Supervisors of Teacher Education):** Salary scales will be increased by 2.5% per the Memorandum of Understanding between the University and the UC-AFT.
- **Represented Librarians:** Salary scales will be increased by 1.5% per the Memorandum of Understanding between the University and the UC-AFT.
- **Academic Student Employees (TAs, Associates, Readers, and Tutors):** Salary scales for be adjusted by 3% effective October 1, 2017, per the Memorandum of Understanding between the University and the UAW. Further information, including the adjusted scale, will be provided at a later date.
- **Graduate Student Researchers:** Consultation regarding the scale increase is ongoing, however, it is anticipated that the salary scales will be adjusted by 3% effective October 1, 2017.
- **Postdoctoral Scholars:** Salary scales are unchanged at this time.

Please note that the increases will be processed centrally in July. Departments should not make any salary adjustments in PPS. Further detail regarding the increase implementation is attached.

Please share this information with your academic employees as appropriate.

Questions may be directed as follows:

Temporary research series: Joanna Kettmann joanna.kettmann@ucsb.edu x 5048

Student titles and Postdoctoral Scholars: Billy Ko billy.ko@ucsb.edu x4441

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**Guidelines and Implementation Process for Academic Employees Salary Increases effective
July 1, 2017**

General Salary Scale Increase Guidelines

For academic employees with off-scale salaries, the 1.5% salary scale increase will be applied to both the base and the off-scale portion of salary. This may or may not result in a change to the off-scale amount, dependent on the amount of off-scale and the rounding to the 100's of the total salary. Above Scale salaries will also be increased by 1.5%. Due to rounding, very few increases will be exactly 1.5%.

Employees receiving a merit or promotion effective July 1, 2017 will receive the increase in addition to the approved merit or promotion. The approved salary stated in the advancement decision letter is the pre-adjusted rate.

Increases will be applied to faculty who are on the "UCOP minimum scale" in the same manner as those on the regular scale.

Senate faculty with an employment begin date of July 1, 2017 or later will receive the 1.5% increase unless the department specifically stated that the offered salary is range inclusive.

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 the salary increase.

Visiting appointments are not subject to the increase unless the salary is currently at the minimum for the rank (i.e. at the equivalent of the UCSB minimum rate 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.

July 1, 2017 Supplemental Senate Faculty Salary Increase Program

The Supplemental Senate Faculty Salary Increase is applied after the across-the-board salary scale adjustment. The total funds available for this program are equal to 1.5% of the Senate Faculty salaries based on the pre-adjusted July 1 rates. Increases under the Senate Faculty Salary Increase Program will be effective July 1, 2017. The off-scale will be rounded to the \$100s for

title series where the salary scale is rounded to the \$100s. Due to rounding, increases may be slightly less or slightly more than the stated percentages.

Step 1

Each eligible faculty member will receive an increase of 1.2%. The 1.2% is based on the original, pre-adjusted salary. This 1.2% increase takes into account equity concerns, based on comparisons of UCSB salaries to other UC campuses and peer institutions. For Assistant Professor II through Professor IX and for all Lecturers in the SOE series, the increase will be applied as an off-scale supplement. For Professor Above Scale the total salary will be increased by 1.2% of the pre-adjusted salary

Step 2

The remaining .3% will be applied to specific individuals according to the UCOP criteria (Equity, Inversion, or Compression) based on recommendations made by Deans and reviewed by CAP. The Associate Vice Chancellor for Academic Personnel will approve all increases. Ladder Faculty hired July 1, 2017 or later and faculty on the minimum scale are not eligible for this program.

Individual faculty and their department chair will be notified of increases awarded under Step 2.

July 1, 2017 Supplemental Non-Senate Academic Employee Salary Increase Program

The Supplemental Non-Senate Academic Employee Salary Increase is applied after the salary scale adjustment. Each eligible employee will receive an increase of 1.2%. The 1.2% is based on the original, pre-adjusted salary and will be effective July 1, 2017. This 1.2% increase takes into account equity with the increases granted to Senate Faculty. The increases will be granted as an increase in off-scale supplement. The off-scale will be rounded to the \$100s for title series where the salary scale is rounded to the \$100s. Due to rounding, increases may be slightly less or slightly more than the stated percentages.

Process for implementation

The salary increase will be processed centrally in mid-July and will be reflected in the August 1 paycheck. PPS preparers and business officers will receive notification prior to the PPS freeze.

The July 1, 2017 salary scales will be posted in July when the PPS update is run. **Prior to the PPS freeze approved actions should continue to be entered into PPS using the pre-July 1, 2017 salary scales.** Departments will be notified when the new scales are posted.

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

Appointments and distributions for summer additional compensation will not be centrally adjusted and will require manual adjustment by the department. Once the Senate Faculty rates are available, departments are encouraged to share the new faculty salary rates with ORUs or other units that may be processing summer additional compensation. The July 1, 2017 adjusted rate is to be used for summer research effort that takes place July 1, 2017 or later. June 2017 summer research effort is paid at the June salary rate.