



ACADEMIC PERSONNEL

UNIVERSITY OF CALIFORNIA, SANTA BARBARA

July 8, 2013

To: Business Officers, Academic Personnel Analysts, and PPS preparers (via SBADM-L)

From: Cindy Doherty, Director
Academic Personnel

Re: Updates on July 1, 2013 Salary Increase for Academic Employees

The July 1, 2013 salary scales for academic employees are now available on the Academic Personnel web-site under Academic Compensation and Benefits/ UCSB Salary Scales (Current)

<https://ap.ucsb.edu/compensation.and.benefits/ucsb.salary.scales/2013.14/index.cfm>

Updated salaries for employees tracked in the Academic Personnel on-line system (Senate Faculty, Researchers, Academic Coordinators), are also now available via the on-line system.

Please do not use the new rates for any PPS input, other than faculty summer research compensation, until after the central processing of the salary increase.

The salary increase will be processed during the week of July 15. PPS preparers and business officers will receive notification prior to the PPS freeze.

Prior to the PPS freeze approved actions should be entered into PPS using the October 1, 2011 salary scales. Departments are encouraged to enter all July 1, 2013 actions (appointments, reappointments, merits and promotions) **before Friday July 12** to assure the information is captured in the central processing.

Actions not entered prior to the freeze will require manual input of the new salary rate by the department. On-scale actions entered after the central process must use rates from the July 1, 2013 scale. Off-scale actions will require consultation with Academic Personnel in order to determine the correct rate.

Appointments and distributions for summer additional compensation that are already in PPS will not be centrally adjusted and will require manual adjustment by the department. 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, 2013 adjusted rate is to be used for summer research effort that takes place July 1, 2013 or later. June 2013 summer research effort should be paid at the June rate.