

# Unit 18 Contract

## Implementation Guidance for UCSB

### Pre-Six Transition Plan Guidance 2/7/2022

This document provides guidance regarding application of the IX Pre-Six Appointee Transition Side Letter (Appendix A): "Transition Plan – Pre-Six Appointees." The transition plan applies to all pre-six Unit 18 Faculty from the time of ratification until June 30, 2024. This guidance document is not a substitute for reviewing the contractual transition plan carefully. This guidance document also relates to the transition plan for pre-six appointees only; the toolkit related to the rest of the Unit 18 contract will be posted on the AP website separately.

#### 1. Assessment Process/Procedure

- a. Departments must consider for reappointment all pre-six appointees with appointments in AY 2021/2022 before considering Unit 18 candidates external to the department, program or unit.
- b. Departments with established pre-six assessment procedures/practices should continue current practice heading into AY 2022/2023. However, assessments of current pre-six appointees must occur before consideration of candidates external to the department, program or unit.
- c. For departments that do not currently have written procedures for assessment of pre-six appointees, utilize the Template Letter for Assessment ([Appendix F](#)) to initiate the process. As in the other scenarios, assessments of current pre-six appointees must occur before consideration of candidates external to the department, program or unit.
- d. **Documentation Required:**
  - i. The Mandatory Pre-Six Appointee Consideration and Assessment Checklist ([Appendix B](#)) must be completed for every pre-six appointee with an AY 2021/2022 appointment to document that the individual was considered prior to external candidates and the appropriate criteria were considered as part of the assessment.

#### 2. Criteria for Reappointment

- a. Consideration for reappointment needs to include an assessment made on the basis of the following criteria under the prior version of Article 7a Section F.1c:
  - i. Demonstrated competence in the field,
  - ii. ability in teaching,
  - iii. academic responsibility as defined by [Article 3](#) of the collective bargaining agreement, and
  - iv. other assigned duties that may include University co-curricular and community service.
- b. **Documentation Required:**
  - i. The Mandatory Pre-Six Appointee Consideration and Assessment Checklist ([Appendix B](#)) must be completed for every pre-six appointee with an AY

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2021/2022 appointment to document that the individual was considered prior to external candidates and the appropriate criteria were considered as part of the assessment.

### 3. Written Feedback

- a. A pre-six appointee who requests written feedback under the [Transition Plan Side Letter](#), must do so on or before June 15, 2022. While there is no specific timeline for the department to provide the requested written feedback, it should be done as soon as practicable.
- b. There is no requirement that the exact reason for non-reappointment be given
- c. **Documentation Required:**
  - i. Departments must complete the Pre-Six Appointee Mandatory Feedback Checklist (Toolkit [Appendix C](#)) for all individuals who request feedback. This includes documenting the date the request was received and the date feedback was provided. The checklist is for internal use only and should be completed regardless of whether an existing process for providing feedback exists.
  - ii. Unless the department has an existing process for providing written feedback to pre-six appointees, feedback should be provided via the Pre-Six Appointee Feedback Template Letter ([Appendix D](#)).

### 4. Reappointment Duration

- a. All reappointments will be for a period of 2 years
  - i. Exception for appointments of less than 2 years when an individual would reach 18 quarters in less than 2 academic years.
- b. Appointments can be 9/12 or only for specific terms each year (i.e., 9/9).
- c. Departments are not obligated to reappoint a pre-six appointee to the same appointment percentage that the individual held in AY 2021/2022.
- d. Overall appointment percentage must be the same for each academic year of the 2-year reappointment. However, appointment percentages can vary between terms within a given academic year. Furthermore, as long as the overall appointment percentage is the same between the two academic years, the specific appointment may vary between each year.
  - i. For example:
    - 1. Academic Year 2022/2023
      - a. Fall quarter – 67%
      - b. Winter quarter – no appointment
      - c. Spring quarter – 100%
    - 2. Academic Year 2023/2022
      - a. Fall quarter – no appointment
      - b. Winter quarter – 100%

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- c. Spring quarter – 67%
  - ii. During terms that the pre-six appointee is on pay status, the terms of this Agreement that apply to the 1/9 academic year appointments continue to apply, including benefits eligibility. If not on pay status, the terms of this Agreement shall not apply.

### 5. Reappointment Letters

- a. Reappointment letter must be issued by Central Offices to all academic year pre-six appointees by June 1, 2022 with very limited exception.
- b. Template reappointment letter to follow shortly.

### 6. 10<sup>th</sup> quarter (previously 6%, but now two salary point increase) and salary increases at reappointment on 7/1/22

- a. Under the prior Agreement, a pre-six appointee received an automatic 6% increase upon reappointment to their 10<sup>th</sup> quarter. Per the new Agreement, this automatic increase is replaced with an increase of a single salary point (3%) at each pre-six reappointment.
- b. As part of the [Transition Plan Side Letter](#), a special provision applies only for AY 2021/2022. While the 6% 10<sup>th</sup> quarter increase no longer exists under the terms of the new Agreement, pre-six appointees who begin their 10<sup>th</sup> quarter during AY 2021/2022 will receive the 2 salary point increase. In other words, under the Transition Plan, pre-six appointees who teach for a 10<sup>th</sup> quarter during academic year 2021/2022 shall receive the 6% (two salary point) automatic increase.
  - i. Individuals who fall into this category are **not** eligible for a 1 salary point increase upon reappointment to AY 2022/2023 or AY 2024/2025
  - ii. Example: Pre-six appointee began their 10<sup>th</sup> quarter of service in spring quarter 2022. Pre-six appointee receives a 2 salary point automatic increase effective spring quarter 2022. Pre-six appointee is reappointed effective 7/1/22 for a 2-year term (6 quarters of instruction). Pre-six appointee does **not** receive an increase effective 7/1/22. Pre-six appointee is reviewed and reappointed effective 7/1/24 for 2 quarters to reach 18 quarters. Pre-six appointee does **not** receive a 3% merit increase effective 7/1/24.
- c. Pre-six appointees who were not eligible for a 10<sup>th</sup> quarter increase as of 7/1/22 will receive a one salary point increase at the time of reappointment (and every reappointment thereafter).
  - i. Example: Pre-six appointee completes their 9<sup>th</sup> quarter of service in spring quarter 2022. Pre-six appointee is reappointed effective 7/1/22 for a 2-year term (6 quarters of instruction). Pre-six appointee receives a 1 salary point (3%) automatic increase on 7/1/22. Pre-six appointee is reviewed and reappointed effective 7/1/24 for 3 quarters to reach 18 quarters. Pre-six appointee receives a 1 salary point (3%) merit increase effective 7/1/24.

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#### 7. Reappointment Decisions and Academic Judgment

- a. Departments retain the academic judgment to determine the qualifications of an individual. An arbitrator cannot substitute their judgment for the University's or order the University to reappoint an individual.
- b. University retains all of the current reasons for non-reappointment as under the prior contract. This includes, appointment of Senate Faculty, ASEs, time-limited programs, poor performance, no instructional need, budgetary concerns, programmatic change, and lack of work, and more.
- c. See Toolkit [Appendix E](#) for a non-exhaustive list of reasons for non-reappointment to Academic Year 22-23 following an assessment of a pre-six appointee.

#### 8. Pre-Six Academic Review (post-transition)

- a. Pre-six reappointed effective 7/1/22 will undergo a Pre-Six Academic Review during the two-year reappointment (unless an Excellence Review is scheduled to occur during that period).
- b. The Pre-Six Academic Review will occur either in Academic Year 22/23 or 23/24 depending on the number of quarters/semesters an individual has as of 7/1/22.
  - i. Those with at least 9 academic year quarters of service as of July 1, 2022, shall be evaluated between July 1, 2022 - June 30, 2023.
  - ii. Those with less than 9 academic year quarters of service as of July 1, 2022, shall be evaluated between July 1, 2023 - June 30, 2024.
  - iii. Procedures, templates, evaluation standards, and criteria for the Pre-Six Academic Review will be distributed at a later date.
- c. Central Offices will provide accurate quarter counts for all pre-six appointees appointed during AY 2021/2022.