

# Faculty Primer

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An Overview of Faculty Appointees  
July 24, 2024

# Agenda

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- ◆ Definitions and Criteria
- ◆ Ranks and Steps
- ◆ Salary Scales
- ◆ Case Types and Merit Eligibility
- ◆ Outside Activities (APM 025)

# Definitions and Criteria

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- ◆ What are Senate Faculty?
  - Permanent, state-funded positions
  - Achieve tenure (or SOE-security of employment)
- ◆ Professor Series and Professor of Teaching series
  - 3 or 4 areas of review
- ◆ Academic Senate Membership
  - See by-laws @ Academic Senate website
- ◆ Positions allotted every year by EVC's office



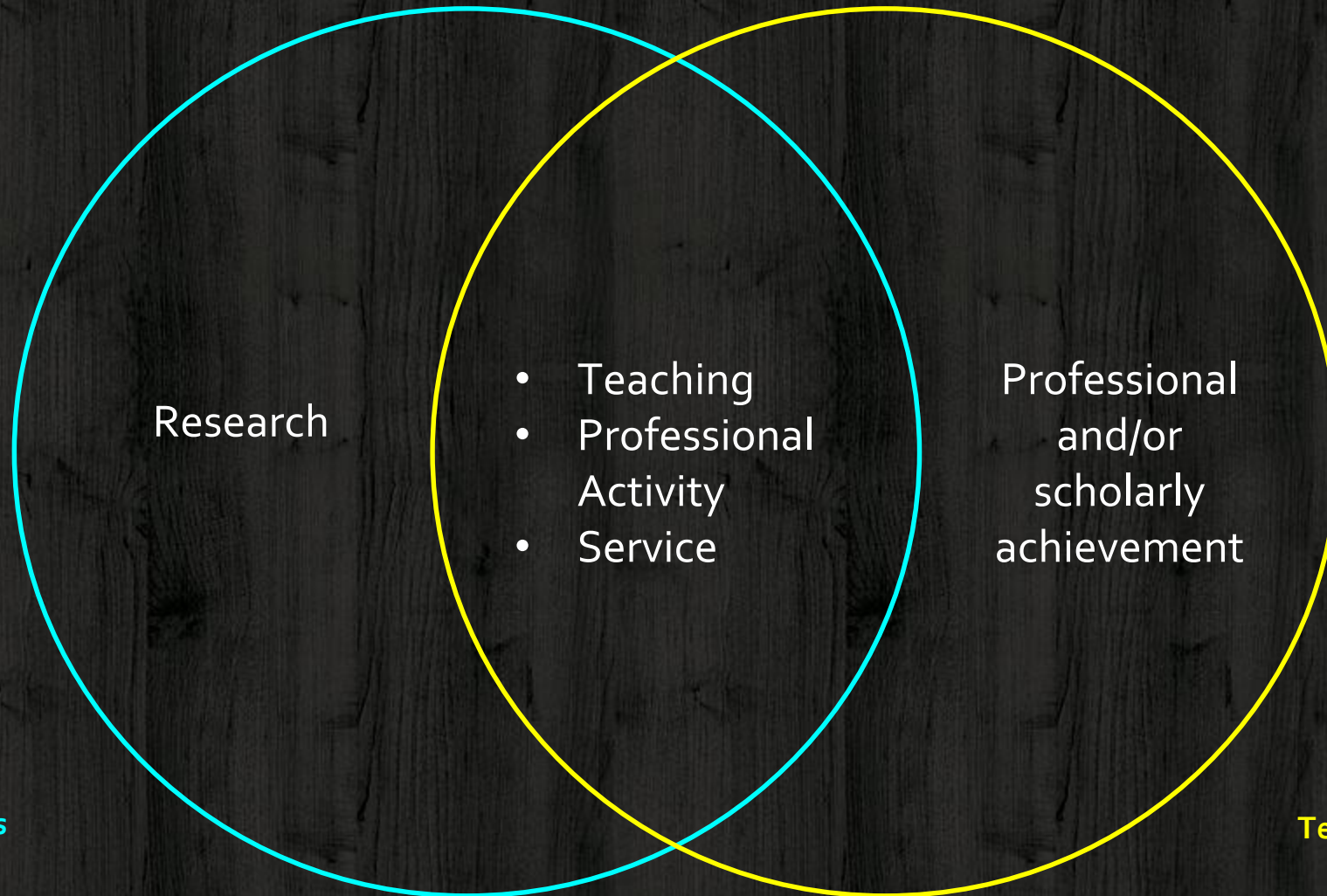
# Ranks and Steps

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- ◆ Professor series
  - Assistant, Associate, Full Professor (ranks)
  - Achieves tenure
- ◆ Professor of Teaching series
  - Assistant, Associate, Full Professor of Teaching (ranks)
  - Achieves Security of Employment (SOE)
  - Working title: “Teaching Professor”
- ◆ Steps
  - Within each rank (e.g. I, II, III)

# Senate Faculty Responsibilities

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Professor Series

Teaching Professor Series

# Salary scales

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- ◆ Normative years at rank and step (for M/P eligibility purposes)
- ◆ Overlapping steps
- ◆ On-Scale and Minimum salaries
- ◆ Off-scale, Above Scale
- ◆ New scales will be in effect 10/1/2023



# Ranks, Steps, Normal periods of service

ASSISTANT PROFESSOR		ASSOCIATE PROFESSOR		PROFESSOR		
(8 year limit, non-tenured/PSOE)		(6 years normal, tenured/SOE)		(indefinite, tenured/SOE)		
Step	Normal period of service	Step	Normal period of service	Step	Normal period of service	
I	2 (not used at UCSB)					
II	2					
III	2					
IV	2					
V	2 (overlapping step)	I	2			
VI	2 (overlapping step)	II	2			
		III	2			
		IV	3 (overlapping step)	I	3	
		V	3 (overlapping step)	II	3	
				III	3	
				IV	3	
				V	3	
				VI	3	V+ 3 (overlapping step)
				VII	3	
				VIII	3	
				IX	4	
				Above Scale	4	IX+ 4 (overlapping step)

RB I-75

RB I-75

**TABLE 1**  
**FACULTY--LADDER RANKS--PROFESSOR SERIES**  
**ACADEMIC YEAR**  
**SALARY SCALE**

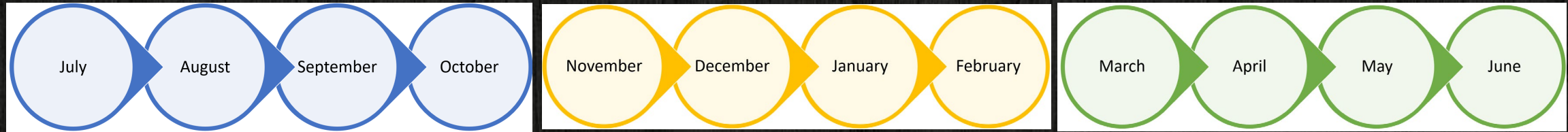
<u>Rank</u>	<u>Rank2</u>	<u>Step</u>	<u>Years at Step</u>	<u>10/1/2023 Annual</u>	<u>10/1/2023 Monthly</u>	<u>10/1/2024 Annual</u>	<u>10/1/2024 Monthly</u>
<b>Assistant Professor</b>	<b>Assistant Teaching Professor</b>	II	2	\$78,700	\$6,558.33	\$82,200	\$6,850.00
1300	1680	III	2	\$83,100	\$6,925.00	\$86,600	\$7,216.67
1308-Visiting	1582-Acting	IV	2	\$87,700	\$7,308.33	\$91,400	\$7,616.67
3278- Adjunct		V	2	\$92,400	\$7,700.00	\$96,400	\$8,033.33
1307-Acting		VI	2	\$97,200	\$8,100.00	\$101,400	\$8,450.00
<b>Associate Professor</b>	<b>Associate Teaching Professor</b>	I	2	\$92,500	\$7,708.33	\$96,500	\$8,041.67
1200	1607	II	2	\$97,300	\$8,108.33	\$101,500	\$8,458.33
1208-Visiting		III	2	\$102,400	\$8,533.33	\$106,800	\$8,900.00
3268-Adjunct		IV	3	\$108,200	\$9,016.67	\$112,800	\$9,400.00
1207-Acting)		V	3	\$116,600	\$9,716.67	\$121,600	\$10,133.33
<b>Professor</b>	<b>Teaching Professor</b>	I	3	\$108,300	\$9,025.00	\$112,900	\$9,408.33
1100	1603	II	3	\$116,700	\$9,725.00	\$121,700	\$10,141.67
1108-Visiting		III	3	\$125,800	\$10,483.33	\$131,100	\$10,925.00
3258-Adjunct		IV	3	\$135,300	\$11,275.00	\$141,000	\$11,750.00
1107-Acting		V	3	\$145,400	\$12,116.67	\$151,600	\$12,633.33
		VI	3	\$156,200	\$13,016.67	\$163,000	\$13,583.33
		VII	3	\$168,200	\$14,016.67	\$175,400	\$14,616.67
		VIII	3	\$181,800	\$15,150.00	\$189,500	\$15,791.67
		IX	4	\$197,100	\$16,425.00	\$205,400	\$17,116.67



# Pay vs Service Period (9/12)

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**PAY:**



**SERVICE:**



**Pay & Service Chart – AP Website**

<https://ap.ucsb.edu/compensation.and.benefits/>

# Off-Scale

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- ◇ What is off-scale?
- ◇ How to compute off-scale
  - Actual salary – on-scale salary
  - Assistant Teaching Professor II @ \$100,000 (\$17,800 off-scale)

<u>Rank2</u>	<u>Step</u>	<u>Years at Step</u>	<u>10/1/2023 Annual</u>	<u>10/1/2023 Monthly</u>	<u>10/1/2024 Annual</u>	<u>10/1/2024 Monthly</u>
Assistant Teaching Professor	II	2	\$78,700	\$6,558.33	\$82,200	\$6,850.00

# Above Scale

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- ◆ No off-scale component, just annual salary
- ◆ Advancement done in Increments:
  - 10% of on-scale Step IX value
- ◆ Upcoming scales (eff 10/1/24)
  - General Scale (Table 1): \$20,500
  - B/E/E Scale (Table 3): \$22,500



# UCSB Minimum Scale

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- ◆ Applies only to:
  - Professional Researchers
  - Project Scientists
  - Specialists

**TABLE 13B**  
**REPRESENTED PROFESSIONAL RESEARCH SERIES**  
**FISCAL YEAR**  
**SALARY SCALE**

<u>Rank</u>	<u>Step</u>	<u>Years at Step</u>	<u>7/1/2023 Annual</u>	<u>7/1/2023 Monthly</u>	<u>7/1/2024 Annual</u>	<u>7/1/2024 Monthly</u>	<u>UCSB Minimum Annual</u>	<u>UCSB Minimum Monthly</u>
<b>Assistant Research</b> (3220)	I	2	\$87,100	\$7,258.33	\$90,200	\$7,516.67	\$92,500	\$7,708.33
	II	2	\$92,400	\$7,700.00	\$95,700	\$7,975.00	\$98,100	\$8,175.00
	III	2	\$97,400	\$8,116.67	\$100,900	\$8,408.33	\$103,400	\$8,616.67
	IV	2	\$102,900	\$8,575.00	\$106,600	\$8,883.33	\$109,300	\$9,108.33
	V	2	\$108,300	\$9,025.00	\$112,100	\$9,341.67	\$114,800	\$9,566.67
<b>Associate Research</b> (3210)	I	2	\$108,400	\$9,033.33	\$112,200	\$9,350.00	\$114,900	\$9,575.00
	II	2	\$114,000	\$9,500.00	\$118,000	\$9,833.33	\$120,500	\$10,041.67
	III	2	\$120,000	\$10,000.00	\$124,200	\$10,350.00	\$127,100	\$10,591.67
	IV	3	\$127,100	\$10,591.67	\$131,600	\$10,966.67	\$135,000	\$11,250.00
<b>Research</b> (3200)	I	3	\$127,200	\$10,600.00	\$131,700	\$10,975.00	\$135,100	\$11,258.33
	II	3	\$137,000	\$11,416.67	\$141,800	\$11,816.67	\$145,500	\$12,125.00
	III	3	\$147,400	\$12,283.33	\$152,600	\$12,716.67	\$156,000	\$13,000.00
	IV	3	\$158,300	\$13,191.67	\$163,900	\$13,658.33	\$167,400	\$13,950.00
	V	3	\$169,900	\$14,158.33	\$175,900	\$14,658.33	\$179,500	\$14,958.33
	VI	3	\$183,200	\$15,266.67	\$189,700	\$15,808.33	\$194,300	\$16,191.67
	VII	3	\$197,700	\$16,475.00	\$204,700	\$17,058.33	\$210,100	\$17,508.33
	VIII	3	\$213,900	\$17,825.00	\$221,400	\$18,450.00	\$227,300	\$18,941.67
	IX	4	\$231,800	\$19,316.67	\$240,000	\$20,000.00	\$246,300	\$20,525.00

# Off-Scale with the UCSB Minimum

- ◇ Off-scale computation doesn't change:
  - Actual salary – on-scale rate
  - UCSB Minimum dictates what the minimum total salary must be
- ◇ Examples:
  - Assistant Researcher I @ \$92,500(\$2300 off-scale)
  - Assistant Researcher I @ \$100,000 (\$9800 off-scale)

<u>Rank</u>	<u>Step</u>	<u>Years at Step</u>	<u>7/1/2023 Annual</u>	<u>7/1/2023 Monthly</u>	<u>7/1/2024 Annual</u>	<u>7/1/2024 Monthly</u>	<u>UCSB Minimum Annual</u>	<u>UCSB Minimum Monthly</u>
Assistant Research	I	2	\$87,100	\$7,258.33	\$90,200	\$7,516.67	\$92,500	\$7,708.33



# Case Types

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- ◆ Merit
  - Change in step, e.g. Professor II to Professor III
- ◆ Promotion
  - Change in rank, e.g. Assistant Professor to Associate Professor
- ◆ Mandatory Review
  - Reviews must be conducted at least every 5 years
- ◆ Deferral
  - Automatic for tenured faculty
  - Requires deferral case submission for tenure-track faculty

# Career Reviews

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- ◆ Promotion
  - Assistant to Associate Professor/Teaching Professor
  - Associate to Full Professor/Teaching Professor
- ◆ Merit
  - To/Across Step VI \*
  - To Above Scale

*\* External letters no longer required for Step VI cases*

# Normative Advancement Eligibility

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- ◆ Based on salary scales and APM
  - Refer to RB I-75 chart in earlier slide
- ◆ Generally:
  - Every 2 years @ Assistant and Associate
  - Every 3 years @ Full Professor
  - Every 4 years @ Professor IX and Above Scale
- ◆ Tenure-track faculty:
  - Appraisal @ Year 4
  - Tenure/SOE @ Year 6



# What does “eligibility” mean?

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- ◆ Doesn't dictate what they MUST do
- ◆ Just reflects *normative* eligibility
- ◆ Faculty can undergo anything besides listed eligible action:
  - Accelerated or decelerated action
  - Defer the review
- ◆ Exceptions:
  - 4<sup>th</sup>-year appraisal (tenure-track faculty)
  - Tenure/SOE case no later than 7<sup>th</sup> year
  - 5-year mandatory review
  - These will be marked “mandatory” in AP Folio

# Merit/Promotion Eligibility Factors

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- ◆ Based on the salary scales and APM
- ◆ Years at step vs.  
Years since last review vs.  
Years since last advancement/salary increase
- ◆ Service on other UC campus or in other faculty series
- ◆ Start dates other than 7/1
- ◆ Leaves
- ◆ Overlapping Steps

# Overlapping Steps

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- ◆ Eligible for promotion/career review but established record is not sufficient to warrant the promotion/career review.
- ◆ Counts as time in the next rank (i.e. time at Assistant V counts as time at Associate I)
  - Salary: only \$100 difference annually
- ◆ Assistant V & VI (overlaps with Associate I & II)
- ◆ Associate VI & V (overlaps with Professor I & II)
- ◆ Professor V+ and IX+ (overlaps with VI & Above Scale)
  - Manifested as Step V & IX with temporary “off-scale plus” salary factor



# Overlapping Steps

- ◆ Subsequent eligibility after advancing to overlapping step?
  - Eligibility for promotion/career review continues. Options?
    - ❖ After normative time at step: career review advancement to next step
    - ❖ Before normative time at step: career review advancement to overlapping step, laterally (no “change” in salary)

- ◆ Overlapping Step Matrix:

- <https://ap.ucsb.edu/compensation.and.benefits/Overlapping.Step.Advancement.Matrix.pdf>

- ◆ RB I-37

Rank and Step	Year	On-time Advancement	
Asst Prof V	1	Lateral to Assoc Prof I	No change in salary. Next review for merit would be after one year
Asst Prof V	2	Promotion to Assoc Prof II	
Asst Prof V	2	Merit to Asst Prof VI	
Asst Prof VI	1	Lateral to Assoc Prof II	No change in salary. Next review for merit would be after one year
Asst Prof VI	2	Promotion to Assoc Prof III	
Asst Prof VII	1	Lateral to Assoc Prof III	No change in salary. Next review for

# Within-Step Advancement

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- ◆ In the form of off-scale addition only. Restrictions:
  - Maximum of ½ step worth!
  - Maximum of 2 within-step advancements at a given step
- ◆ Used only when performance does not meet standards for normative increase– must be justified!
- ◆ Eligibility resets to the normative time at step upon receipt of a within-step advancement
  - e.g. Off-scale increase within Professor IX → next eligible in 4 yrs
- ◆ <https://ap.ucsb.edu/compensation.and.benefits/General.Scale.Half-step.Increase.Chart.pdf>
- ◆ RB I-36

# Tenure/SOE Timeline

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- ◆ Maximum 8 years of service
- ◆ Appraisal during Year 4
- ◆ Tenure/SOE eligibility during Year 6
  - Tenure/SOE case MUST be pursued no later than Year 7
  - This allows them to serve out Year 8 as their final year in the case of a negative decision (terminal appt = tenure denied).



# Tenure Clock Extension

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- ◆ Qualifying circumstances:
  - Childbearing/childrearing
  - Serious health condition
  - Significant circumstance/event beyond control
- ◆ Up to 2 years total
  - 3rd year allowable for COVID
- ◆ Extends 8-year limit, but does not alter eligibility
- ◆ Must be requested separately (i.e. from leaves)
- ◆ Cannot count extension “against” faculty in future reviews

# Outside Activities (APM 025)

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- ◆ Conflict of Commitment and Outside Professional Activities
- ◆ Categories:
  - I: Appear to be conflict; Prior approval required. Must report
  - II: Unlikely to be a conflict. Must report
  - III: No conflict. Allowed, not reported
- ◆ 39-day limit for Cat I and Cat II during academic year
- ◆ All Senate Faculty must report and certify every year
  - Whether compensated or uncompensated
  - Cat I: approval must be obtained *prior* to undertaking activities
- ◆ Tracked in OATS (Online Activity Tracking System)

# Faculty Retirement/Resignation

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- ◆ Can only be done at the end of an AY pay period (10/31, 2/28, or 6/30)
- ◆ Departments are responsible for:
  - Providing Dean + AP a copy of the retirement/resignation notice
  - Initiating the termination template in UCPath
  - If it is retirement:
    - ❖ Requesting Emeritus position via UCPath Cert Form
    - ❖ Initiating hire template into Emeritus position
- ◆ See RB VI-26



# Non-Senate Faculty

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- ◆ Adjunct Professors
- ◆ Visiting Professors
- ◆ Continuing Educators
- ◆ Guest Lecturers/Short Term Teaching
- ◆ Recall Teaching Faculty
- ◆ Unit 18 Lecturers
  - Pre-six
  - Continuing (post-six)

# Unit 18 Lecturers

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- ◆ Primary responsibility is teaching
- ◆ Pre-six: temporary, appointed for 1-3 quarters at a time
- ◆ Post-six: continuing, appointed constantly at a base FTE

# Unit 18 Faculty Salary Scale

TABLE 15  
UNIT 18 FACULTY  
PRE-SIX YEAR LECTURERS  
PRE-SIX YEAR CHILD DEVELOPMENT DEMONSTRATION LECTURERS  
ACADEMIC YEAR  
SALARY SCALE

<u>Job Description</u>	<u>Salary Point</u>	<u>7/1/2023 Annual</u>	<u>7/1/2023 Monthly</u>	<u>7/1/2023 1/9 Monthly</u>	<u>7/1/2024 Annual</u>	<u>7/1/2024 Monthly (1630)</u>	<u>7/1/2024 1/9 Monthly (1632)</u>
Lecturer (Pre-Six Year)	1	\$66,259	\$5,521.58	\$7,362.11	\$68,247	\$5,687.25	\$7,583.00
	2	\$68,247	\$5,687.25	\$7,583.00	\$70,295	\$5,857.92	\$7,810.56
	3	\$70,295	\$5,857.92	\$7,810.56	\$72,404	\$6,033.67	\$8,044.89
	4	\$72,404	\$6,033.67	\$8,044.89	\$74,577	\$6,214.75	\$8,286.33
	5	\$74,576	\$6,214.67	\$8,286.22	\$76,814	\$6,401.17	\$8,534.89
	6	\$76,814	\$6,401.17	\$8,534.89	\$79,119	\$6,593.25	\$8,791.00
	7	\$79,118	\$6,593.17	\$8,790.89	\$81,492	\$6,791.00	\$9,054.67
	8	\$81,491	\$6,790.92	\$9,054.56	\$83,936	\$6,994.67	\$9,326.22
	9	\$83,935	\$6,994.58	\$9,326.11	\$86,454	\$7,204.50	\$9,606.00
	10	\$86,453	\$7,204.42	\$9,605.89	\$89,047	\$7,420.58	\$9,894.11
	11	\$89,047	\$7,420.58	\$9,894.11	\$91,719	\$7,643.25	\$10,191.00
	12	\$91,718	\$7,643.17	\$10,190.89	\$94,470	\$7,872.50	\$10,496.67
	13	\$94,470	\$7,872.50	\$10,496.67	\$97,305	\$8,108.75	\$10,811.67



# Coming Up

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- ◆ Senate Faculty Advancements
  - Certificate Class: 9/25/24
  - Workshop: 4/29/25
- ◆ Teaching Titles (Non-Senate faculty)
  - Certificate Class: 2/12/25
  - Workshop: 8/21/24
- ◆ Senate Faculty Appointments
  - Certificate Class: 2/27/25
  - Workshop: 3/12/25
- ◆ <https://ap.ucsb.edu/~staff.training.registration/>



Also:  
Sign up for the  
**Workshops** *every*  
*year* if you actually  
work with these  
academic titles!

# Contacts

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  - MLPS, Engineering, Bren

# Questions?

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