Faculty Primer

An Overview of Faculty Appointees
July 24, 2024
Agenda

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

✧ 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

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

Research

• Teaching
• Professional Activity
• Service

Professional and/or scholarly achievement

Professor Series

Teaching Professor Series
Salary scales

- 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

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Pay vs Service Period (9/12)

Pay:
July, August, September, October
November, December, January, February
March, April, May, June

SERVICE:
Fall, Winter, Spring

Pay & Service Chart – AP Website
https://ap.ucsb.edu/compensation.and.benefits/
What is off-scale?

How to compute off-scale
- Actual salary – on-scale salary
- Assistant Teaching Professor II @ $100,000 ($17,800 off-scale)
Above Scale

✧ 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

◊ Applies only to:
  ➢ Professional Researchers
  ➢ Project Scientists
  ➢ Specialists
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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)
Case Types

- **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

◊ 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

- 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?

✧ 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

- 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

- 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:

♢ RB I-37
Within-Step Advancement

- In the form of off-scale addition only. Restrictions:
  - Maximum of $\frac{1}{2}$ 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 $\rightarrow$ next eligible in 4 yrs
- RB I-36
Tenure/SOE Timeline

- 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

- 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)

✧ 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

✧ 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

◇ 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

- 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

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Coming Up

шение 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/
Contacts

ﻼ Lia Cabello  x 5979  lia.cabello@ucsb.edu
杜兰 Social Sciences, HFA, Education, CCS

✧ Mira Lázaro  x 5728  mslaza@ucsb.edu
杜兰 MLPS, Engineering, Bren