



Negotiated Salary Program Campus Procedures Implementation Effective July 1, 2025

SONIA B KALOGONIS

Table of Contents

Contents

Table of Contents	2
Introduction	2
Eligibility	3
Good Standing Criteria	4
A. Good Standing Criteria Expectation	4
B. Loss of Good Standing Criteria	5
C. Administrative Review Process for Loss of Good Standing	5
D. Appeal Process for Loss of Good Standing	6
E. Consequences of Not Being in Good Standing	6
F. Return to Good Standing	6
G. Appeal Process to Return to Good Standing	6
Strategies to Broaden NSP Participation	7
Permitted Funding Sources and Salary Attributes	7
Compensation Components	8
Participation Effective Dates	9
Leaves of Absence	9
Intercampus Transfers	10
Overload Teaching	10
Proposal Submission Process	10
Evaluation of Proposals	10
Financial Responsibility and Contingency Plan	11
Reporting to UCOP	12
Metrics	13
Responsibilities	13

Introduction

The Negotiated Salary Program is outlined in the Academic Personnel Manual, Section 672 ([APM - 672](#)).

NEGOTIATED SALARY PROGRAM (APM-672) POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025

Issuance Date: 2/28/2025

The campus previously adopted the trial program which was referred to as Negotiated Salary Trial Program (NSTP) and was effective July 1, 2018, through June 30, 2025. The first effective date of the system wide institutionalized NSP will begin July 1st, 2025. The NSP was approved by the UC System Provost/EVP in June 2024, for implementation by July 1, 2025.

All schools, colleges, and departments that do not currently offer a compensation plan (*e.g.*, Health Sciences Compensation Plan) will have the option to participate in the NSP.

Below are campus NSP implementation procedures which are aligned with APM-672-NSP policy.

Important principles covered in more detail on the following pages include:

- Each participating faculty member meets Good Standing Criteria, understands development of Good Standing criteria and process of appeal/reconsideration.
- Each participating faculty member is required to generate the additional negotiated income.
- Each participating faculty member maintains teaching and service activities commensurate with rank and department.
- Additional compensation for a faculty member may not be at the expense of support of graduate students and postdocs. Rather, additional external funding must be obtained to support participation.

NSP participants remain subject to the requirements of other UC policies including, but not limited to, Conflict of Interest, Conflict of Commitment, Faculty Code of Conduct, Abusive Conduct in the Workplace Policy, Anti-Discrimination, Lab Safety, Sexual Harassment Prevention, and policies requiring submission of proposals and receipt of awards for grants and contracts through the University. External consulting and other externally compensated activities will continue to be permitted in accordance with APM- 025, Conflict of Commitment and Outside Activities of Faculty Members and Designated Other Academic Appointees.

Eligibility

- A. UC Academic Senate faculty members in units that have been approved for participation in the NSP will have the option to participate in the NSP if they do not hold an appointment in a unit eligible for another compensation plan (*e.g.*, Health Sciences Compensation Plan) and they hold a University appointment at or greater than 50 percent time that is constituted by one or more of the following title series:
- Professor
 - Professor In Residence
 - Professor of Clinical __ (*e.g.*, Optometry)
 - Professor of Teaching
 - Acting appointees in one of the above eligible faculty titles
- B. Faculty who are ineligible to participate in the NSP include:
- Faculty who holds appointments in a Health Sciences school, college, or department with a Health Sciences Compensation Plan or who are subject to [APM - 675](#), which prohibits participation in other compensation plans
 - Individuals in the Senior Management Group (SMG)
 - Full-time Deans (as defined by [APM - 240](#))
 - Full-time faculty administrators (as defined by [APM - 246](#))

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

- C. For departments participating in the NSP, all eligible members of the department faculty may apply to participate in the salary program.
- D. All members should receive a copy of the implementation procedures and any other related documents (e.g., [APM - 672](#)).
- E. Faculty who holds part-time faculty administrative appointments may participate in the NSP on a pro-rated basis that corresponds with the percentage of appointment in an eligible faculty title as long as participation would not disrupt the individual's fulfilling of their duties.

Good Standing Criteria

A. Good Standing Criteria Expectation

NSP participants must meet all departmental Good Standing Criteria to participate in the program. The faculty member is responsible for performing the duties assigned by the department in areas of teaching, research, and public service. Good Standing Criteria for NSP faculty will include expectations related to their academic series, school or college expectations related to service, expectations related to generation of salary support. Faculty participating in the NSP must be in Good Standing according to the following criteria:

1. The faculty member has advanced in rank or step in their last academic personnel review (or has undergone an equivalent satisfactory review);
 - a. New assistant professors may participate in the program before their first merit at UCR if they are otherwise eligible.
2. Fulfillment of a normal teaching load for the department during participation in the program, excepting normal accommodations for teaching releases such as those based on increased duties, stop-the-clocks, and medical leaves, where applicable; **there can be no teaching buyouts for any faculty member participating in this program.**
3. Fulfillment of research support responsibilities and staffing, including but not limited to: current and incoming graduate student employment, tuition, and benefits; postdoctoral employment; staff research positions, etc.; financial resources may not be diverted from these commitments to fund NSP participation.
4. Fulfillment of University service commensurate with rank and step.
5. All research contracts and grants are in good standing (e.g., no outstanding deliverables, or projects in unauthorized deficit, etc.).
6. Compliance with reporting responsibilities to enable evaluation of the impact of the NSP.
7. Compliance with all applicable University policies (including, but not limited to the Faculty Code of Conduct, Conflict of Interest, and Conflict of Commitment).
8. Compliance with UCR's research policies (e.g., research conduct and administration), reporting (e.g., Patent Acknowledgment, Outside Professional Activities) and including, but not limited to mandatory trainings (e.g., Laboratory Safety, Human subjects, Cyber security, Abusive Conduct in the Workplace and other policies).
9. There has been no substantiated finding of misconduct as defined by Section 015 of the Academic Personnel Manual ([APM - 015](#)) or proposed/imposed discipline in the period since the faculty member was last determined to be in Good Standing;
10. The faculty member is not currently under a disciplinary sanction imposed by a formal disciplinary process or an informal agreement with the University of California in lieu of formal disciplinary action. A disciplinary action, as permitted by [APM - 016](#), is cause for cancelling current and/or denying future participation in the NSP. As a measure agreed to via an Early Resolution in lieu of formal discipline (as defined in and encouraged by [Senate Bylaw 336](#), a faculty member can agree that they are ineligible to

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

participate in the NSP for a defined period of time.

B. Loss of Good Standing Criteria

A faculty member may fail to be in “good standing” only for conduct which significantly and negatively impacts the school or college central functions of teaching, research, and public service. Loss of Good Standing may occur in the following instances:

1. Substantiated Faculty misconduct
2. A negative/unsatisfactory performance review
3. Refusal or failure to participate in assigned duties, such as teaching, research, or administrative duties
4. Refusal or failure to complete required trainings
5. Lack of compliance with University policy and/or reporting requirements

If a faculty member is deemed to have fallen out of Good Standing and wishes to appeal that determination, the following process applies:

C. Administrative Review Process for Loss of Good Standing

1. In cases of disagreement related to the determination of Good Standing of a NSP participant or to specific consequences, the Department Chair shall meet with the NSP participant to discuss how to remedy the situation and review the specific consequences of lack of remediation, as determined by the NSP including, but not limited to, initiating the formal process outlined below. The Department Chair and the NSP participant should strive for informal resolution, as appropriate to the circumstances. Informal resolution should strive to be completed within 6 weeks, or if additional time is needed, the NSP member will be notified as to the status and need for more time. The Department Chair shall prepare a written document that summarizes the discussion; a copy of this document shall be given to the NSP participant within 2 weeks of the informal resolution process.
2. If informal resolution is unsuccessful, the Department Chair must provide a written statement that summarizes the reason(s) for requesting that a NSP participant be deemed not in Good Standing. The document should include recommendations on what actions the Plan Participant must take to reestablish good standing if they are deemed to be not in Good Standing. Relevant back-up documentation should be included.
3. The NSP participant shall be given a copy of the Department Chair’s written statement and have the opportunity to provide a written response to the Department Chair within 14 days. If the issue is resolved within the 14-day response period, the Department Chair shall provide the NSP participant with a written document that the matter is closed.
4. If the issue is not resolved within the 14-day response period, the Department Chair’s written statement, any supporting documentation, and the NSP Participant’s response (if provided) shall be sent to the Dean.
5. If the Dean agrees with the Department Chair’s assessment, the Dean shall issue a written determination that the Plan Participant is not in Good Standing. This written document will describe any corrective action(s) that must be taken for the NSP participant to return to Good Standing. A copy of the Dean’s determination shall be provided to the NSP participant and the Department Chair.
6. If the Dean does not agree with the Department Chair’s assessment, the Dean will issue a written determination that the NSP participant remains in Good Standing. A copy of the Dean’s determination shall be provided to the NSP participant and the Department Chair.
7. Any faculty member considered not in Good Standing will be notified by the Dean in writing. Notification will include reasons for the determination and any recommended remedy, as well as a timeline to move back into Good Standing. Faculty members who believe that Good Standing Criteria have been applied unfairly

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

may appeal to the appropriate reviewing committee in the Academic Senate Office through their Department Chair (as described in section D. see below).

D. Appeal Process for Loss of Good Standing

If a determination is made that the NSP participant is not in Good Standing and the NSP participant believes that the Good Standing Criteria were applied unfairly, the NSP participant may appeal to the appropriate reviewing committee in the Academic Senate office through the Dept Chair. The Department Chair will then forward the appeal to APO and coordinate to Academic Senate Office for review. The appropriate reviewing committee in the Academic Senate Office will review the documents, may interview the NSP participant and/or the Department Chair and Dean, and prepare a written assessment for the VPAP. The final decision will be made by the VPAP.

E. Consequences of Not Being in Good Standing

The following consequences may be imposed on NSP participants who are determined to be not in Good Standing:

1. Cancellation of the current NSP participation and decrease in negotiated salary component immediately after the VPAP's final decision.
2. Ineligible to participate in the NSP for a defined period.

F. Return to Good Standing

To Return to Good Standing, the Plan Participant must submit a written request to his/her Department Chair that outlines how the issues were resolved or rectified. The Department Chair shall review the request, assess the NSP Participant's progress and submit his/her written recommendation to the Dean, along with the NSP Participant's request and other supporting documentation. If the Department Chair's written assessment states that no progress or insufficient progress was made, the Department Chair should specify in his/her written recommendation to the Dean what further actions must be taken.

If the Dean endorses the Department Chair's assessment that no progress or insufficient progress was made, the Dean will notify the NSP Participant in writing that he/she is not returned to Good Standing and outline what further actions must be taken. A copy of the Dean's determination shall be provided to the NSP participant and the Department Chair.

If the Dean determines that all issues were resolved, the Dean shall provide a written assessment to the Department Chair. The Department Chair shall notify the Plan Participant in writing that he/she has returned to Good Standing. A copy of the Dean's assessment shall be provided to the NSP participant and the Department Chair.

If the NSP Participant does not submit a written request to the Department Chair, he/she shall remain not in Good Standing.

G. Appeal Process to Return to Good Standing

If the Dean determines that the NSP Plan participant has not returned to Good Standing and the NSP participant disagrees with this determination, based upon unfair assessment or application of criteria, the NSP participant may appeal to the appropriate reviewing committee in the Academic Senate Office through the Dept Chair. The Department Chair will then forward the appeal to APO and coordinate to Academic Senate Office for review. The appropriate reviewing committee in the Academic Senate Office will review the documents, may interview the NSP participant and/or the Department Chair and Dean, and prepare a written assessment for the VPAP. The final decision will be made by the VPAP.

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

Strategies to Broaden NSP Participation

In order to broaden NSP eligibility and participation, the following strategies will be implemented:

- APO will discuss NSP and the timeline of proposal submissions through the APO newsletter and new faculty sessions
- Deans will bring awareness to their school or college about participating in NSP
- Department Chairs will be encouraged to discuss the NSP Program with their faculty

Permitted Funding Sources and Salary Attributes

A. *External funding* is any fund source that is **not** State-appropriated general funds, UC general funds, Chancellor Fellow’s funds, Opportunity Funds, Overhead Recovery funds, student tuition funds or other internal sources. The funds should not be discretionary funds located in the department, school or college since this violates the principle, they should be generated by the faculty member themselves.

The following external funding sources may be used to support the Negotiated Salary Component:

- Contract and grant support
- Endowment income
- Gift income
- Professional degree fees
- Self-supporting degree fees
- Royalties
- Licensing fees

Use of funds other than approved external funding sources constitutes misuse of funds. Any such misuse will result in involuntary withdrawal from the NSP and may result in disciplinary sanction(s) after an appropriate review.

The following chart defines the normal funding source for each salary component and whether the salary component is considered covered compensation for UC Retirement plans:

Salary Component	Fund Source	Covered Comp?
Base Salary (rank/step + off-scale/above-scale, if applicable)	State general funds	Yes
Negotiated Salary Component	External funds (contracts and grant support, endowment income, gift income, professional degree fees, self-supporting degree fees, royalties, and licensing fees)	No
Summer Salary	Varies	Not covered comp under UCRP but special Defined Contribution benefit applies (matching 3.5% contributions from employee and employer)
Administrative Stipend (if applicable)	Varies	Yes

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

- B. General Funds cannot be substituted for external funds in support of the program. **While a new faculty member may be able to participate in the NSP if they bring grant funds with them, Start-up funds may not be used for NSP, regardless of their origin.**
- C. Funding for the *Negotiated Salary Component* (“NSC”) provided under the NSP must be awarded and received by UCR prior to June 30th of the current fiscal year in order to be considered for the following year’s negotiation. Funds that will be used in FY25-26, must be deposited prior to June 30, 2025.
- D. Adequate multiple external fund sources (some external funds may expire mid-year) must cover the entire NSC increment and associated benefit costs for the entire year of the proposal, **without exception**. New fund accounts may not be switched mid-year if they were not known at the time of the NSP application submission.
- E. Funds awarded after the salary increment has been negotiated may be considered eligible compensation for the following academic year. *For example, Professor A enters an NSC agreement for AY25-26, which begins on July 1, 2025. In October 2025, she receives a large award she would like to have considered for NSC. The October 2025 award is **not** eligible compensation for AY25-26 but is eligible compensation for AY26-27.*
- F. Funding for the NSC must have a stable source, paid in accordance with any related fund source restrictions, and must be sufficient to include the additional benefit costs associated with the increased salary.
- G. All charges to contracts and grants must be compliant with Office of Management and Budget (OMB) Circular A-21. Salaries charged to sponsored projects funded by federal sources must be accurately and appropriately calculated and certified in a timely manner.
- H. All applicable sponsor policies remain in effect for NSP participants, including rate limitations and salary compensation limits. For example, a maximum two months’ (TUCs Rate) in any one year may be charged to NSF grants. If there is more than one NSF grant, the limit is still two months total salary (total is two months). Sponsor salary rate and compensation caps must be observed, and state funds may not be used to pay any cap gap.

Compensation Components

Participating faculty will receive their Base Salary (as defined in [APM - 672-4-b](#)) *in addition to* an optional Negotiated Salary Component. This Program does not change the faculty member’s appointment basis: academic or fiscal. Those on academic-year appointments remain eligible for summer ninths which will continue to be processed.

- A. Base Salary (BS) – an individual’s regular scale salary rate **plus any off-scale** as approved at the time of hire, as a result of a salary program, retention offer, or regular academic review; considered covered compensation under the University of California Retirement Plan (UCRP), up to the amount permissible by Internal Revenue Service (IRS) Code provisions and in accordance with UCRP policy and provisions. An individual with split appointments (*e.g.*, 50% I&R and 50% Agronomist) base salary will be prorated to the I&R appointment percentage.
- B. Negotiated Salary Component (NSC) – A Negotiated Salary Component beyond the Base Salary that was in effect on July 1 of the proposed year of participation may be negotiated annually and has a cap of 30% of a faculty member’s Base Salary. Negotiations between the faculty member and Department Chair will be conducted annually to determine the NSC for the year. It is **not** considered covered compensation under the UCRP.
- C. Total UC Salary (TUCS) – consists of the participant’s base salary (BS) plus the negotiated salary component (NSC)
- D. Summer Salary – Faculty must maximize summer ninth opportunities at the base salary rate before utilizing the NSP. As a reminder, nine-month/Academic Year Faculty may earn up to three-ninths of the annual salary, twelve-month/Fiscal Year Faculty may earn up to one-twelfth of the annual salary (in lieu of vacation) of

NEGOTIATED SALARY PROGRAM (APM-672) POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025

Issuance Date: 2/28/2025

additional compensation for research, teaching, and/or administrative service per [APM 600-14](#). Summer salaries may come from both internal and external fund sources. Only after maximizing summer ninth opportunities, which includes any administrative expectations with associated summer salary, can external funds (not state funds 19XXX) be used for the NSC

1. For NSP participants, summer ninths shall be paid at the TUCS rate, according to standard summer salary policies. Any portion of a ninth paid for service in June shall be based upon the individual's salary in effect on June 30th. It's encouraged to use the full obligation of Summer Salary during July-September.
 2. Department Chairs and Summer Session staff should be aware that summer session teaching compensation for NSP participants will be based upon the TUCS rate in effect on June 30th of the calendar year in which the Summer Session begins.
- E. Administrative Stipend – NSP participants may receive administrative stipends, in accordance with established campus policy; however, stipends issued for official administrative roles may not be included in the NSC (but do count towards full utilization of summer ninths if that is how the stipend is utilized) and must be recorded as separate payments. Administrative stipends may come from both internal and external fund sources, and are covered compensation under UCRP.

Participation Effective Dates

- A. The Total UC Salary Rate (Base Salary + Negotiated Salary Component) will be effective July 1, June 30. Newly hired faculty with mid-year start dates may participate from the appointment begin date through June 30. Increases negotiated as a result of a formal retention will be effective on July 1 of the next year. Early withdrawal from the program is allowed only upon separation from the University, as a result of a determination that a participant has fallen out of Good Standing, as a result of an official disciplinary action (as described in [APM - 015](#), [APM - 016](#), and [Senate Bylaw 230](#)), misuse of funds, due to an increase in Base Salary that subsumes the NSC, or upon appointment to an ineligible administrative appointment.
- B. The Total UC Salary Rate will remain the same for range adjustment and/or advancement effective on July 1, the NSC amount will decrease and the Base Salary will increase.
- C. Once established for the year in UCPath, the Total UC Salary Rate for participating faculty shall not be changed for reasons such as a retroactive merit or promotion increase, retroactive or mid-year retention increase, or receipt of additional contract and grant funds. Salary negotiated as part of a retention offer for participating faculty shall become effective on July 1st of the following academic year. If a participant's salary is raised later than July 1st due to a mid-year general range adjustment or Cost of Living Adjustment (COLA), the NSC is decreased, and the covered compensation is increased, so the Total UC Salary Rate remains the same for the fiscal year. However, **in no case** can the negotiated salary component exceed 30% of the base salary.
- D. NSP participant who leaves the University or transfers from a vacation-accruing title to a non-accruing title shall be paid for accrued vacation at the NSP participant's TUCS rate at the time of separation.
- E. Retroactive participation is not permitted.

Leaves of Absence

- A. Paid medical/sick leave will be granted at the Total UC Salary Rate through June 30 of the year of the leave (see [APM - 715](#)). If external fund restrictions preclude payment of medical/sick leave, the department must provide appropriate unrestricted funds to ensure full payment of the Total UC Salary Rate (the NSC cannot be paid through state funds). The University is under no obligation to continue the NSC if the medical/sick leave continues into the next salary negotiation cycle (7/1 - 6/30).
- B. Sabbatical leave and other leaves with pay may be taken by NSP participants in accordance with established campus policies and will be granted at the TUCS rate in effect during the leave period.
- C. State funds may be used only for the portion of a leave related to a faculty member's scale-based salary.

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

- D. If external fund restrictions preclude payment of medical leave, the Dean **must** provide appropriate unrestricted, non-state funds to ensure full payment of the TUCS.

Intercampus Transfers

- A. Temporary intercampus appointments, including Faculty Consultant payments, will be based on the TUCS rate in effect during the temporary appointment.
- B. For permanent intercampus transfers, APM 510 applies. The NSC may not be a factor in determining a competing UC offer. If the recruiting campus is participating in the NSP program, the faculty member must negotiate a new proposal with his/her new campus. **The start-up package in intercampus recruitment cannot include funds to support a negotiated salary component.**

Overload Teaching

If any portion of the NSC is based on overload teaching in a self-supporting UC program, an appropriate number of consulting days must be forfeited in accordance with [APM 025](#).

Proposal Submission Process

- A. Each year, Academic Personnel Office will issue a call attention to the college and school’s Dean to solicit eligible faculty regarding the annual negotiation for the coming fiscal year by mid-March.
- B. Interested and eligible faculty shall submit a NSP proposal form for the following fiscal year. Proposals should indicate whether the participant plans to take the maximum summer salary and, if not, should address the reasons for requesting an exception. Proposals should include evidence or promise of contributions to diversity, equity, inclusion, and belonging, if such evidence is available.
- C. Negotiations are for one fiscal year, effective July 1 and ending on June 30. Retroactive participation is not permitted. Participation must be renegotiated each year. Renewals are not automatic. An individual campus (EVC/P) may suspend the campus participation effective June 30 of any year.
- D. Prior to submission of a proposal, the faculty member must verify the proposed funding source with the appropriate Fund Manager/Business Officer in writing (Form B). The Fund Manager/Business Officer will confirm the funding source is allowable, available, unencumbered, and will remain in place for the entire fiscal year.
- E. After funding has been verified by the Fund Manager/Business Officer, the participating faculty member should submit the NSP Proposal (Forms A and B) to her/his Department Chair, no later than April 1st.
- F. Renewals are not automatic; continuing participation in the NSP must be renegotiated, evaluated by the Department Chair and Dean, and approved by the VPAP each year.

Evaluation of Proposals

Action	Authority	Initial Response	Next Step/Comments
Funding Authorization	Dept. Business Officer	30 days	Resolve any issues with faculty member then forward to Department Chair
Salary Negotiation	Department Chair	30 days	Negotiate with faculty member and forward endorsement to Dean
Dean Review	Dean	14 days	Review proposal and forward endorsement to VPAP

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

Endorsement	VPAP	14 days	Endorse
Eligibility Appeals	VPAP	7 days of the appropriate reviewing committee-Academic Senate Office review	Review case and issue final resolution

- A. Department Chairs and Fund Managers, in collaboration with other essential UCR personnel will review proposals to ensure that:
 - 1. The requesting faculty member meets all Good Standing Criteria requirements
 - 2. The TUCS requested is consistent with these rules
 - 3. Allowable and appropriate resources are available to support the proposal, including the reserve fund requirement, sponsor salary cap gap, graduate student support, salary threshold levels, and research equipment
- B. The Department Chair will review proposals and forward all proposals with his/her signed recommendation for approval/non-approval to the Dean no later than May 2nd.
- C. The Dean will review proposals and forward all proposals with her/his signed recommendation to the VPAP, no later than May 16th.
- D. The VPAP will make a final decision and inform the Dean of approved proposals no later than June 2nd. Once a proposal has been approved, the VPAP will send a salary confirmation letter to the faculty member confirming the faculty member’s total salary (TUCS plus any stipend) for the coming fiscal year. Notification of approved participation will be sent to the faculty member, Dean, Business Office, and appropriate CFAO.
- E. If the Department Chair does **not** recommend a faculty member’s proposal due to insufficient funding or perceived funding instability, the following process shall be followed:
 - 1. The Department Chair must meet with the faculty member to discuss the relevant concern, and seek resolution
 - 2. If the Department Chair is not satisfied funding requirements can be met, the Department Chair will inform the Dean and the Dean will review. If the Dean concurs, the Dean will communicate the finding to the faculty member and provide the faculty member an explanation. If the funding requirements can be reached and approved by the Department Chair and Dean according to a timeline produced by the Dean and prior to the deadline for submission to the VPAP (May 16th), a proposal may still be submitted.
 - 3. If the proposal is not endorsed by the Department Chair because the faculty member does not meet the minimum eligibility criteria, the Department Chair will inform the Dean and the Dean will review. If the Dean concurs with the Department Chair, s/he will forward the proposal, the Department Chair’s assessment and the Dean’s assessment to the VPAP. These eligibility cases will be reviewed by the appropriate reviewing committee in the Academic Senate Office. The VPAP will issue a final resolution within seven (7) days of the appropriate reviewing committee-Academic Senate Office.
- F. Approved proposals will be documented in writing and signed by the faculty member, Department Chair, Dean, and VPAP.
- G. Proposal submissions will not be accepted after the proposal submission deadline has been passed.

Financial Responsibility and Contingency Plan

The Dean or their designee is responsible for managing funding of the Negotiated Salary Program and will cover a faculty member’s Total UC Salary for the entire fiscal year period (7/1 to 6/30). Each participating school, department, or division is required to establish a Contingency Plan to provide the funds necessary for the agreed-

NEGOTIATED SALARY PROGRAM (APM-672) POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025

Issuance Date: 2/28/2025

upon compensation to each NSP participant in the event of a funding shortfall. The VPAP has responsibility for establishing the requirements for the Contingency Plan. The Dean or their designee may establish a sufficient reserve fund to serve this purpose. If the funds that support the Contingency Plan are insufficient, the Dean may seek support from other non-state accounts. If such support is unavailable, the campus will reduce the participant's NSC in accordance with any fund restrictions across the school, department, or division, as determined by the VPAP.

- A. The Dean must build a contingency plan to ensure coverage of TUCS obligations in the event of an unforeseen event. The contingency fund account minimum balance will be set by the Dean or his/her designee, according to the number of participating faculty and likely projected need for disbursement.
- B. Funding obligations for the Total UC Salary including the Negotiated Salary Component—as well as other research responsibilities such as reserve fund requirement, NIH salary cap gap, graduate student support, salary threshold levels, research equipment, benefits, salary raises, etc.--must be met and therefore this must be determined during the negotiation process.

Reporting to UCOP

The following data will be collected by Academic Personnel Office on an annual basis and available upon request from the UC System Provost/EVP:

- A. Person
 - Campus
 - Fiscal Year
 - Employee ID
 - Name
 - New or continuing participant
 - Early withdrawal from the program?
 - If yes, reason: Negotiated Salary Component subsumed by increase in Base Salary, Separation, Retirement, Loss of Good Standing, or Disciplinary Action.
 - School/College/Division
 - Department
 - Title/job description from UCPath
 - Rank
 - Step
 - Above or Off Scale
- B. Total UC Salary Rate
 - Base Salary (as defined in [APM - 672-4-b](#))
 - Administrative stipend
 - Negotiated Salary Component amount
 - Negotiated Salary Component %
 - Total UC Salary Rate (Base + Negotiated)
- C. Summer Ninths
 - Summer ninths rate
 - Total summer ninths taken
 - If less than three (3) summer ninths, reason for exception

NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025

Issuance Date: 2/28/2025

D. Negotiated Salary Component funding (amounts and fund categories)

Metrics

The following metrics will be used to assess the impact of the NSP on the campus in the areas of faculty recruitment and retention, as well as research, teaching, and service. The metrics process will be later developed after the 1st year of NSP implementation.

- Percent of new faculty hires that immediately participate in NSP
- Advancement rate of faculty that participate in NSP compared to those faculty who do not
- Percent of faculty who participate in NSP that express its importance to their retention at UCR

Responsibilities

Faculty

- Remain in Good Standing
 - Each participating faculty member meets Good Standing Criteria, understands development of Good Standing Criteria and process of appeal/reconsideration. **Refer to Section II Good standing Criteria pg.3**
- Use the fillable electronic forms and forward them as electronic forms via email to Department Fund Manager/Department Chair
- Generate appropriate non-state-appropriated funding to augment salaries on a temporary basis above the base salary
- Apply to participate in a timely manner so as to reduce the burden on those who administer the program
- Provide all requested information in a timely manner

Department

- Document the funding authorization process used for all proposals
- Document the methodology used to determine the negotiated salary component
- Ensure entry of the negotiated salary in the payroll system
- Perform a post-audit of the salary implementation in payroll

Department Chair

- Responsible for evaluating faculty electronic forms NSP proposals
- Verify that faculty members are in Good Standing
- Verify that appropriate and sufficient fund sources exist to support the proposal
- Contingency Plan requirements are met
- Forwards endorsed proposals to the Dean
- If the Department Chair does not endorse an individual proposal, the Department Chair should meet with the faculty member to determine if a mutually agreeable solution can be reached.

Deans

- Ensure all participation criteria have been met and maintain documentation of reviews
- Ensure faculty member is in Good Standing based on input from the Department Chair and the faculty

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

member. Any faculty member who is determined not to be in Good Standing must be provided with written information regarding how to return to Good Standing.

- Forward to VPAP information on proposed faculty participation for final decision of proposals

- Ensure payroll action matches the approved negotiated salary amounts

Vice Provost for Academic Personnel (VPAP)

- Develop campus-level implementation plan in consultation with other administrators, CAP, and the Office of the President (Systemwide Academic Personnel).
- Ensure that affected NSP participants and the appropriate division Academic Senate committee(s) shall be afforded the opportunity to review and comment on the proposed Implementing Procedures.
- Determine whether the campus will participate in the NSP after consultation with the division Academic Senate, EVC/P and Chancellor.
- Maintain operational authority over the development and – subsequent to review and approval by the UC System Provost/EVP – implementation and monitoring of the campus Implementation Plan, including establishing a campus maximum percent of Base Salary, for the Negotiated Salary Component, and the Contingency Plan.
- Ensure the following responsibilities are assigned and executed by the appropriate office(s):
 - Develop strategies for broadening program participation, including strategies for senior program participants to mentor junior faculty to explore funding opportunities.
 - Serve as Office of Record for approved proposals
 - Prepare data for UC System Provost/EVP as requested by Office of the President.
- Issue annual call and provides a submission of proposals deadline
- Review faculty appeals of negative findings by the Dean and Department Chair
- Maintain appeal resolution documentation for eligibility, Loss of Good Standing and Return to Good Standing
- Notify the faculty member, Department Chair, and Dean of approved proposal plans (final approver)
- Issue an annual salary confirmation letter to the faculty member for approved proposal plan
- Maintain open communications with Academic Senate on implementation issues and concerns
- Serve as Office of Record for approved proposals
- Review faculty appeals of negative findings by the Dean and Department Chair where eligibility is an issue
- Review faculty appeals for Loss of Good Standing and when returning to Good Standing
- Forward the campus Implementation Procedures to the UC Provost for approval
- Establish campus data collection and reporting (meeting, at a minimum, the reporting requirements outlined in Appendix A of [APM - 672](#)) to monitor the effectiveness and equity of the campus Implementation Plan
- Develop Strategies for broadening program participation

Provost/Executive Vice President (PEVC)

- Monitors assessment of NSP participation feedback from stakeholders
- Reviews the NSP reporting to the Systemwide Provost annually

Chancellor

- Submit the campus Implementation Plan to the UC System Provost/EVP (this authority may not be redelegated)

**NEGOTIATED SALARY PROGRAM (APM-672)
POLICY AND CAMPUS PROCEDURES EFFECTIVE JULY 1, 2025**

Issuance Date: 2/28/2025

- Submit revisions to the campus Implementation Plan to the UC System Provost/EVP (this authority may not be redelegated)

Academic Senate Responsibilities (both division and systemwide)

- Appropriate reviewing committees in the local Academic Senate Office:
 - Review faculty appeals of negative findings by the Dean and Department Chair where eligibility is an issue
 - Review faculty appeals for loss of Good Standing and when returning to Good Standing
- The division Academic Senate and/or appropriate division Academic Senate committee(s) review and comment on the campus Implementation Plan, as well as on proposed exceptions to the campus Implementation Plan that the Chancellor intends to submit to the UC System Provost/EVP for review.

UC System Provost/EVP Responsibilities

- Review campus Implementation Plans
- Review proposed exceptions to campus Implementation Plans other than summer salary requirements.

Non-Compliance with the Implementation Plan

- The consequences for noncompliance with the Implementation Plan include suspension by the UC System Provost/EVP from participation in the NSP. Individual faculty participants may be removed from the NSP or denied future participation in the program.