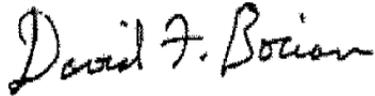


September 7, 2011

TO: Faculty and Other Academic Appointees



FROM: David F. Bocian, Vice Provost for Academic Personnel

RE: 2011-2012 Academic Salary Increase Program

As a follow-up to President Yudof's recent letter about the 3% "merit based" salary increase for academic and staff appointees, the following guidelines provide additional information regarding the implementation of the increase for Faculty and other Academic Appointees.

General

- The past four personnel review cycles will be used as the basis for evaluation (2007-08; 2008-09, 2009-10, and 2010-11)
- The Academic Salary Scales will be adjusted to reflect the 3% increment. The New Salary Scales will be available from the Office of the President in October
- Academics who qualify will receive the 3% increase on base and off-scale salary. The total salary as of 7/1/2011 will serve as the basis for the calculation of the new salary.
- Health Sciences Faculty, if eligible and approved, will receive the increase on base salary only
- The academic and administrative salary will be adjusted for faculty who hold an administrative appointment (non-SMG) and qualify for the 3% increment
- The academic salary will be adjusted for faculty who hold a SMG administrative appointment and qualify for the 3% increment
- Academics who do not qualify for the 3% salary increment at this time will remain on the current scale and will be eligible for the 3% increment at their next positive personnel action
- The increase is effective 10/1/2011 and will be reflected in the November paycheck

Eligibility

- All non-represented faculty and non-represented non-senate academic appointees
- Recalled faculty whose appointments are not considered "by-agreement"

Criteria for Receiving the 3% Salary Increment

In order to be considered for the 3% salary increment, an individual must have received a "positive" personnel action during the four-year evaluation window.

Deferrals are not considered a positive action, but rather a non-action. If an individual's only personnel action during the four-year window is a deferral, the individual will qualify for the 3% salary increment at the next positive action.

For individuals who have undergone multiple personnel reviews during the four-year evaluation window, the most recent review will serve as the basis for evaluation (see below for exceptions).

Considerations for a positive personnel review:

- (1) Academics who have undergone a single personnel review during the four-year window and received a formal reappointment,¹ merit advancement, promotion, advancement to step VI or a distinguished rank, positive/qualified positive appraisal, or satisfactory/satisfactory with qualifications quinquennial.
- (2) Academics who have undergone multiple personnel reviews during the four-year window and whose most recent review meets the criteria in point 1.
- (3) Academics whose most recent action during the four-year window was the award of a new or additional off-scale increment in lieu of a merit, promotion, or advancement.
- (4) Academics whose only action or most recent action during the four-year window was a retention.
- (5) Academics who were appointed during the four-year window and who have not yet undergone a personnel review, as well as Academics newly appointed for the 2011-12 academic year.

Exceptions:

- (1) If an individual's most recent personnel action was (1) an accelerated advancement or early promotion² that was denied or (2) a career review that resulted in no change in rank/step, the next most recent personnel action will be used as a basis for evaluation (within the four-year window).
- (2) The Chancellor or the Executive Vice Chancellor may make exceptions on a case by case basis.

¹A formal reappointment is an action that resulted from submission of a Reappointment File. ²An early promotion is a promotion requested (1) at a time shorter than the normal time in the step in the lower rank (e. g. a promotion from Asst. Prof. IV to Assoc. Prof. I after one year at Asst. Prof. IV) and/or (2) from a step in the lower rank that is below the normal step from which promotion to the next rank would have occurred (e.g. a promotion from Asst. Prof. III to Assoc. Prof. I).

If you have questions concerning this information, please contact Antonette Toney in the Academic Personnel Office at: Antonette.Toney@ucr.edu.