

Implementation Guidelines for Divisional Academic Personnel Offices:

1. On-scale employees will move to the new scale rates as determined by UCOP (approximately 1.5%) effective retroactive to July 1, 2015.
2. For off-scale and above-scale employees, the 1.5% calculation is applied to the total annual salary, then rounded to the nearest \$100 if applicable.
3. Ladder-rank Professors, LSOE/PSOE series, Astronomers, and Supervisors of PE will then receive an additional allocation of off-scale salary. The off-scale dollars allocated are based on the on-scale portion of each appointee's salary (1.67% of the 2014-15 on-scale rate, rounded to the nearest \$100). See the published charts for off-scale dollar allocations by rank and step. The off-scale allocation is not subject to the 1.5% across the board. All appointees in these series will now be off-scale.

For example, a Professor, step 1 off-scale with an annual salary of \$90,300 → $(\$90,300 * 1.015)$, rounded = 91,700 → 91,700 + \$1,400 → \$93,100.

4. Both the 1.5% across the board increase and the off-scale allocation will be applied to percent-based summer salary retroactive to July 1, 2015, except that summer ninths for Summer Session teaching are not increased.
5. Salary programs for represented academics are set by the terms of their contracts. Represented and non-represented librarians will continue with their existing multi-phase salary program in lieu of this program.
6. UCOP has announced plans to increase the GSR scale this year but at this time the date and percent have not been announced.
7. If an eligible employee has a merit/promotion action effective 7/1/15, the merit/promotion is applied before the 2015-16 salary increases.
8. Eligible employees paid on a bi-weekly pay cycle will receive the increase effective June 21, 2015-- the beginning of the biweekly pay period prior to July 1st.
9. New appointees will be eligible for both salary increases unless alternate terms were specified in writing at the time of hire. Please make sure that APO is aware of any agreements prior to the payroll update.
10. The salary increases and retroactive pay will be implemented in PPS and Div Data by APO and the Payroll Office, except where noted in the chart below. Implementation dates and details will be communicated separately. **The PPS update will not correctly assign the off-scale indicator for appointees moving from on-scale to off-scale rates as a result of the 15-16 salary program, so divisions will be provided with lists for individual PPS data entry.**

TITLE SERIES	Increased?
Academic Coordinator	1.5% across the board (atb)
Acting Professor	1.5% atb plus off-scale allocation
Adjunct Professor	1.5% atb
Associate In __	No – will receive 10/1/15 increase per ASE contract
Asst/Assoc University Librarian	1.5% atb
Astronomer	1.5% atb plus off-scale allocation
College Provost	1.5% stipend increase
Continuing Educator (UNEX)	1.5% atb

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TITLE SERIES	Increased?
Coordinator of Fieldwork	No— represented title subject to collective bargaining
Course Assistant (Non-Student Tutor)	No – will receive 10/1/15 increase per ASE contract
Department Chair	1.5% stipend increase
Deans & Faculty Administrators	<p>College Provost and Department Chair stipends will be increased by 1.5%.</p> <p>Deans and Faculty Administrators may receive an increase to their negotiated salary contingent upon satisfactory performance, not to exceed 3%, at the discretion of the appointing authority. Underlying faculty salary rates will be increased even if at 0%.</p> <p>APO will provide divisions with a list of decanal appointees for consideration. Divisions must enter any increases in PPS and DivData.</p>
Faculty Recruitment Allowance (3993)	The maximum for new allocations is increased by 3%. FRA's already offered will not be increased; however, deans have discretion to revise offers made after July 1, 2015 up to the new maximum.
Graduate Student Researcher	No-- TBD
Lecturer & Continuing Lecturer	No— represented title subject to collective bargaining
Lecturer & Sr. Lecturer PSOE <100%	No— represented title subject to collective bargaining
Lecturer & Sr. Lecturer with PSOE—100%	1.5% atb plus off-scale allocation
Lecturer & Sr. Lecturer with SOE	1.5% atb plus off-scale allocation
Librarian	No— represented title subject to collective bargaining
Postdoctoral Scholar	No— represented title subject to collective bargaining
Professional Researcher	<p>1.5% atb</p> <p>For senate faculty summer salary paid in the research titles, 1.5% atb plus off-scale allocation.</p>
Professor	1.5% atb plus off-scale allocation
Program Coordinator (UNEX)	No- individually negotiated contracts
Project __ (e.g. Scientist)	1.5% atb
Reader (student, non-student)	No – will receive 10/1/15 increase per ASE contract
Recall (all recall titles)	<p>Recall salaries and stipends may be adjusted at the discretion of the appointing authority, not to exceed 3%.</p> <p>APO will provide divisions with a list of decanal appointees for consideration. Divisions must enter any increases in PPS and DivData.</p>
Remedial Tutor	No – will receive 10/1/15 increase per ASE contract
Salary Supplements (3998)	Salary supplements may be adjusted at the discretion of the appointing authority, not to exceed 3%. Divisions must enter any increases in PPS and DivData.
Specialist	1.5% atb

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TITLE SERIES	Increased?
Summer Session	No- summer 2015 payments are based on 14-15 rates
Supervisor of Physical Education	1.5% atb plus off-scale allocation
Supervisor of Teacher Education	No— represented title subject to collective bargaining
Teacher- UNEX	No- individually negotiated contracts
Teaching Assistant	No – will receive 10/1/15 increase per ASE contract
Teaching Fellow	No – will receive 10/1/15 increase per ASE contract
Tutor	No – will receive 10/1/15 increase per ASE contract
Visiting titles	<p>Visiting titles may be adjusted at the discretion of the appointing authority, not to exceed 3%.</p> <p>APO will provide divisions with a list of decanal appointees for consideration. Divisions must enter any increases in PPS and DivData.</p>