

**UCI** Office of Academic Personnel

# Negotiated Salary Trial Program (NSTP)

Overview of Policies and Procedures

# Agenda

- Program overview
- How to submit an NSTP request
- Resources
- Questions and answers

# What is NSTP?

- Negotiated compensation plan for the General Campus tailored after the Health Sciences Compensation Plan (HSCP)
- Allows eligible ladder-rank/in residence faculty to contribute external funding sources towards their total UC salary (up to 30%)
- NSTP began as a Pilot Program in FY 2013-14
- Phase Two of the NSTP was recently approved and will begin on July 1, 2018 for an additional four years

# Eligibility and Participation

- UCI ladder-rank and in-residence faculty in non-HSCP units who hold at least 50% appointments
- The following faculty are not eligible to participate
  - Full-time deans and faculty administrators
  - Faculty appointed in a Health Sciences department and eligible to participate in the Health Sciences Compensation Plan
- Faculty must be in good standing

# Faculty Participants

Program Year	Number of Participants
2013-14	39
2014-15	45
2015-16	48
2016-17	57
2017-18	71

- 110 faculty participants from 9 schools

# External Funding

- Funding of the negotiated component **must come from external funds**. Examples include:
  - Endowment or gift income
  - Professional degree fees
  - Self-supporting degree fees
  - Contract and grant support
- External Funding 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

# Funding

- Funding for the Negotiated Salary Component (NSC) must be awarded and deposited to a UCI account prior to June 30 of current fiscal year to be eligible for following year's negotiation
- Retroactive participation is not permitted
- Adequate external funding must be available for the entire year of the proposal, without exception
- Funds awarded after the June 30<sup>th</sup> may be considered eligible compensation for the following academic year.

# Compensation Components

- Scale Based Salary (SBS)
  - Faculty members regular salary
  - Covered Compensation under the University of California Retirement Plan (up to IRS limits)
- Negotiated Salary Component (NSC)
  - Capped at 30% of the scale based salary
  - Not covered compensation under UCRP
  - Negotiated annually
- Total UC Salary (TUCS)
  - SBS + NSC

# Compensation Components Continued

- Summer Salary
  - Faculty are expected to maximize summer salary
  - Summer ninths paid at the TUCS rate
  - Summer salaries can come from both internal and external fund sources
- Administrative Stipend
  - Allowable under the program
  - Stipends are not counted as part of the SBS and should not be considered when calculating the NSC

# Participation Effective Dates

- The TUCS rate will be effective July 1 through June 30 and may not be changed for any reason
- Newly hired faculty with mid year start dates may participate from their appointment begin date through June 30
- Early withdrawal from the NSTP is only allowed upon:
  - Separation from the University
  - Transfer to a ineligible title
  - Retirement
  - Result of disciplinary action
- The University can ask faculty participants to pay back any NSC as a result of early withdrawal

# Leaves of Absence

- Sabbatical and other leaves with pay may be taken and will be paid at the TUCS rate
- If external fund restrictions preclude payment of medical leave, the department must provide external funds to ensure full payment of the TUCS
- Faculty who have a planned leave without pay cannot participate in the program

# Financial Responsibility

- The Dean or her/his designee is responsible for managing funding of the NSTP and will cover a participant's TUCS for the entire fiscal year, even if the faculty member loses funding during the annual negotiated period
- Contingency Fund
  - Participating faculty member contributes 10% of their NSC
  - Fund is to ensure coverage of TUCS obligations in the event of an unforeseen event
- Contingency Fund surplus usage requires Dean and EVCP approval

# Submitting a NSTP Request

# Proposal Submission Process

- Step 1: Faculty member works with Fund Manager to verify that funding sources are allowable, available and will remain in place for the entire fiscal year.
- Step 2: Faculty member submits and certifies the completed Request for Compensation Form to the Fund Manager.
- Step 3: Fund Manager completes and certifies the Fund Verification Form.
- Step 4: Chair/Dean completes and certifies the Chair/Dean Certification Form

# Proposal Submission Process Continued

- Step 5: After all forms have been completed and certified, email the completed forms by May 1 to [acadpers@uci.edu](mailto:acadpers@uci.edu). Forms should remain fillable and should not be scanned. No late submissions will be accepted.
- Step 6: Senate Committee will review the proposal and make their recommendation to the Vice Provost of Academic Personnel (VPAP).
- Step 7: VPAP will make a final decision and inform the EVCP and Dean of the approved proposals.
- Step 8: Unit will forward approval letter to faculty member.

# Denied Proposals

- Proposals that do not have Chair, Dean, or Fund Manager support will not be approved
- Faculty must work with each level to rectify any concerns before forwarding the file to Academic Personnel

# Key Points

- Submission Deadline: Tuesday, May 1, 2018
- Late proposals will not be accepted
- All submissions must be electronic (not scanned) and emailed to [acadpers@uci.edu](mailto:acadpers@uci.edu)

# Resources

- Academic Personnel
  - Jennifer Ramirez, Senior Academic Compensation Analyst  
[ramirj11@uci.edu](mailto:ramirj11@uci.edu), x44847
  - Jean Chin, Data and Compensation Manager
- Office of Research
  - Nancy Lewis, Executive Director – Sponsored Projects

Questions?