

UCI Office of Academic Personnel

Negotiated Salary Trial Program (NSTP)

Overview of Policies and Procedures

Agenda

- Program overview
- How to submit an NSTP request
- Reminders and updates
- 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 approved and began 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
 - Compliance with University policies, reporting and training requirements
 - Teaching load
 - University service

Faculty Participants

Program Year	Number of Participants
2013-14	39
2014-15	45
2015-16	48
2016-17	57
2017-18	71
2018-19	72

- 111 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
 - July 1st or mid-year Hires
 - New faculty may start participating once funds have been formally transferred to a UCI account
- Retroactive participation is not permitted
- Adequate external funding must be available for the entire year of the proposal, without exception
 - Cap gap must also be covered, summer is encouraged but optional. State funds may not be used.
- Funds awarded after the June 30th 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
 - Cap gap is encouraged but optional for 2019-20
- 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 funds 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. 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: Academic Personnel will send approval letters to units
- Step 9: 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

July 1 Salary Changes

- Option 1: Recalculate the NSC based off of the new SBS
 - NSTP participation percent stays the same
 - SBS increases
 - NSC increases
 - TUCS increases
- Option 2: Keep the previously approved NSC amount
 - NSTP participation percent is reduced
 - SBS increases
 - NSC stays the same
 - TUCS increases
- Option 3: Keep the previously approved TUCS rate
 - NSTP participation percent is reduced
 - SBS increases
 - NSC decreases
 - TUCS stays the same

July 1 Salary Change Example

- Faculty A pre-7/1 NSTP approval amounts:
 - SBS: \$100,000
 - NSC: \$30,000
 - TUCS: \$130,000
 - Participation Percent: 30%
- Faculty A post-7/1 SBS: \$125,000 (merit, range adjustment, discretionary amount)
- Salary adjustments effective 7/2 and after are only eligible for option 3

Salary Component	Option 1	Option 2	Option 3
SBS	\$125,000	\$125,000	\$125,000
NSC	\$37,500	\$30,000	\$5,000
TUCS	\$162,500	\$155,000	\$130,000
Participation %	30%	24%	4%

Reminders and Updates

- Course buyouts are not allowed during NSTP participation
- Cap gap must be fully funded during academic year
- Rounding will be made to nearest \$100 for NSC portion
- Forms have been updated

Please review all forms for complete and correct information before submitting to Academic Personnel

Key Points

- Submission Deadline: Wednesday, May 1, 2019
- Late proposals will not be accepted
- All submissions must be electronic (not scanned) and emailed to acadpers@uci.edu

Resources

- Academic Personnel
 - Jennifer Luong, Senior Academic Compensation Analyst
ramirj11@uci.edu, x44847
- Office of Research
 - Nancy Lewis, Executive Director – Sponsored Projects

Questions?