



Michael V. Drake, MD
President

May 6, 2022

Office of the President
1111 Franklin St.
Oakland, CA 94607

universityofcalifornia.edu

CHANCELLORS
LABORATORY DIRECTOR WITHERELL
VICE PRESIDENT HUMISTON

Dear Colleagues:

CAMPUSES

- Berkeley
- Davis
- Irvine
- UCLA
- Merced
- Riverside
- San Diego
- San Francisco
- Santa Barbara
- Santa Cruz

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NATIONAL LABORATORIES

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- Lawrence Livermore
- Los Alamos

DIVISION OF AGRICULTURE AND
NATURAL RESOURCES

I am writing to confirm that we are proceeding with a 2022-23 salary program for policy-covered staff employees and academic appointees. As discussed, we are implementing a salary increase budget of 4.5 percent for policy-covered staff at all locations and 4 percent for academics at all locations; a Special Salary Equity Program for faculty is also included. Please note, this salary program is contingent upon the 5 percent allocation currently in the State budget and is subject to change. While I do not anticipate a change, in the event the current budget expectations are altered, I will provide an updated announcement at that time.

For policy-covered staff employees, we request that salary increases be implemented as a general increase, where all eligible policy covered staff employees would receive a 4.5 percent increase to their base salary. Although this year's salary program for policy-covered staff is not a merit program where performance is a consideration related to the salary increase amount, the importance of the annual performance review process should not be discounted. All policy-covered staff employees should continue to receive, at least annually, a performance review per policy.

For policy-covered academic appointees, the academic salary scales will be increased by a general range adjustment of 4 percent. The adjustment to the academic salary scales will be effective October 1, 2022, for policy-covered faculty and students and July 1, 2022, for other policy-covered academic appointees. In addition, a Special Salary Equity Program for policy-covered faculty will address the continuing gap in competitiveness with the Comparison 8 peers and address equity issues; details of the program are in the attachment of the 2022-23 Academic Salary Program. The regular peer-review merit advancement process for policy-covered academic appointees will continue per academic personnel policy.

Excluded from this program are staff employees and academics appointees who are represented by our various unions as their wages are governed by collective bargaining unit agreements.

I recommend that each of you announce the details of the program specific to your respective locations. Systemwide administrative guidelines noting flexibility and best practices for implementing the 2022-23 general salary increase program are attached for policy-covered staff employees and academic appointees.

Let me know how I can support you and your locations as you move forward with this important program.

Sincerely,

A handwritten signature in black ink that reads "Michael V. Drake MD". The signature is written in a cursive style with a large, stylized "M" and "D".

Michael V. Drake, MD
President

Enclosures

cc: Provost and Executive Vice President Brown
Executive Vice President and Chief Operating Officer Nava
Chief of Staff Kao
Division Leaders
Vice Provost Carlson
Vice President Lloyd
Academic Council Chair Horwitz
Executive Vice Chancellors/Provosts

2022-23 UC Systemwide Salary Program Administrative Guidelines*

Areas of Flexibility, Salary Program Guidance and Best Practices

STAFF EMPLOYEES*

General salary increase program of a 4.5% increase for policy covered staff employees:

You have flexibility in the timing and administration of the budget along with establishing any additional program parameters or criteria that best suit your campus/local needs.

If implemented at the beginning of the fiscal year, increases should be effective July 1, 2022 for monthly and June 26, 2022 for bi-weekly paid employees (June 26, 2022 is the first designated bi-weekly pay period for fiscal year 2022-23.)

This program is designed to apply to policy covered staff career employees. Chancellors have discretion to determine eligibility for policy covered staff employees who hold limited or floater/per diem or student appointments and for employees in contract appointments, based on the provisions of the employee's contract.

We recommend that you consider excluding individuals for whom the most recent performance review was unsatisfactory, particularly if that individual is being considered for termination or suspension. Increases for employees in this situation are at the discretion of the Chancellor.

We recommend that in order to receive the general salary increase, employees should have at least six months of service and/or have completed their probationary period, where applicable. However, each location has the discretion to determine cut off and/or proration dates related to eligibility.

You should also, as part of your compensation communications, take note of your total compensation spend and budget for other types of increases that typically come in the form of promotions, equity adjustments, and/or market adjustments as allowed by UC policy.

Non-SMG policy covered staff whose total cash compensation exceeds the current Indexed Compensation Level of \$340,000 that require Presidential approval and Level One/Level Two SMG members are eligible to participate in the same program with the same timing as other policy covered staff. However, these populations will require submission of the proposed general salary increases to the Systemwide HR/Executive Compensation unit to procure the appropriate level of approval from the President and/or Regents as required by policy.

** These guidelines cover UC campuses, health systems, Office of the President, and UC ANR. Lawrence Berkeley National Lab (LBNL) will administer its program based on the parameters as approved by the Department of Energy for LBNL's 2022 salary program effective October 1, 2022 and will seek Presidential/Regental approval as noted above for its Level One and Level Two SMG members.*

2022-23 Academic Salary Program, including Special Salary Equity Program

Overview of the 2022-23 Program

- The overall salary scales for policy-covered academic appointees will be raised by 4%, and will include modest smoothing to the scales to continue consistent increments between steps.
- The annual academic merit review process to determine reappointments, as well as adjustments in rank and step, will continue.
- To maintain competitiveness and campus fairness of faculty compensation, campuses will design, if they have not previously done so, and implement a program to meet particular equity and market issues for policy-covered faculty, as described below.
- No systematic adjustment to off-scale salaries is mandated or expected. Above-scale salaries will be increased in a manner consistent with campus guidelines.
- In line with established processes, the effective date is July 1, 2022 or October 1, 2022 depending on the academic appointee group or effective the first pay period commencing thereafter for biweekly paid appointees. The faculty general range adjustment and the Special Salary Equity Program will be effective October 1, 2022.

Special Salary Equity Program for policy-covered faculty

While the 4% range adjustment will help address the salary gap in competitiveness with the Comparison 8 Peers, this Special Salary Equity Program is designed to address equity issues and aligns with the following principles:

- The Rank and Step personnel process has served UC well over decades with respect to excellence and equity. Every advancement is the result of a rigorous merit review conducted by multiple communities of academic peers and administrators.
- Competitive salaries, transparently and equitably set, are instrumental in recruiting and retaining the excellent and diverse faculty vital to developing and maintaining the innovation and excellence of our academic programs.
- An equitable salary program is a signal to ALL faculty that UC values their work, throughout the range of their careers (and not just in response to market forces at the time of the initial hire or in cases of retention).
- Providing salaries that are equitable, particularly by gender and race/ethnicity, continues to be important and campuses should address such issues of salary equity as a first priority. Faculty at lower steps or with small off-scale increments are also expected to be reviewed as a part of this program.

Details of the 2022-23 Special Salary Equity Program¹ are as follows:

General campus faculty²

- Campuses will dedicate up to 1.5% of 2021-22 base pay, as needed (this includes on-scale, off-scale, and above-scale dollars) for policy-covered faculty eligible for this program. Any equity issues for faculty salary on non-state funds will be funded by non-state funds.

¹ The salaries of visiting and adjunct faculty are excluded from the 1.5% calculations, given the nature of their pay, but individual faculty members in these titles may be included in the Special Salary Equity Program.

² This includes some faculty in health sciences schools who are not in the Health Sciences Compensation Plan (HSCP).

- Campuses should address equity, compression, and/or inversion issues. Campus faculty salary equity studies should be leveraged for the equity analysis.
- A portion of the 1.5% may be used for an across-the-board adjustment to off-scale to address salary competitiveness issues; a portion may also be used for adjustments to above-scale salaries according to standard processes established by each campus for above-scale faculty.

Health Sciences Compensation Plan (HSCP) faculty

- Where there is evidence of salary inequity for HSCP faculty, units with HSCP faculty will continue to seek avenues for redressing the issues, including providing new salary resources for addressing equity. This may include review of the negotiation process, including the standards for awarding Y and Z components of pay. Campus faculty salary equity studies should be leveraged for the equity analysis.
- It is understood that because HSCP salaries are differently structured and funded than General campus salaries, addressing salary equity is more challenging and complex for HSCP salaries. Thus, there is no set percentage of salary that should be allocated to this program.

Normal campus consultation processes are expected to be followed in the implementation of the Special Salary Equity Program.

Other non-represented academic appointees

- The scales for policy covered non-faculty academic appointees (which includes non-represented librarians and academic researchers) will be increased by a general range adjustment of 4% on July 1, 2022 for monthly paid or July 10, 2022 (the first pay period commencing after July 1, 2022) for biweekly paid academic appointees (the precise amount will vary due to rounding). Scales with ranges will be increased in a similar fashion. Note: salary scales for policy covered project scientists and specialists will be adjusted where needed to maintain parity with corresponding represented salary scales.
- Chancellors may address any other individual compensation issues, including equity and competitiveness, that have been identified for this group of academic appointees.

Individual Salary Adjustments: Faculty Administrators and NSTP

- Deans and other full-time faculty administrators will be eligible for up to a 4% increase to be awarded for meritorious performance as determined at the campus level, effective July 1, 2022.
- Academic titles not tied to systemwide salary scales or ranges will be eligible for an increase up to 4% as determined at the campus level, effective July 1, 2022.
- Faculty participating in the Negotiated Salary Trial Program (NSTP) for 2022-23 should negotiate their salaries assuming the 4% general range adjustment and any campus-based adjustment for off-scale increments and above-scale salaries, all effective on October 1, 2022.