

## NEGOTIATED SALARY PROGRAM FAQ

Last updated 3/4/2025

### Eligibility and Approvals

1. Q: Who is eligible to participate?  
A: *Appointees in the ladder rank Professor, Teaching Professor, and Professor In series in General Campus Schools and the Scripps Institution of Oceanography (SIO) who meet the Good Standing Criteria and have appropriate external funding are eligible.*
2. Q: Can a Research Scientist participate?  
A: *No, only the academic series listed in Question 1 are eligible.*
3. Q: Can faculty administrators participate?  
A: *No, full-time faculty administrators such as Associate Vice Chancellors, Deans, Provosts, Associate Deans, Directors, and SMG appointees may not participate. Faculty who hold part-time faculty administrative appointments may participate in the NSP on a pro-rated basis that corresponds with the percentage of appointment in an eligible faculty title as long as participation would not disrupt the individual's fulfilling of their duties.*
4. Q: If I have eligible appointments in multiple departments (e.g., joint/split FTE), will all of my affiliated departments have to approve participation?  
A: *Yes. The home department will coordinate the proposal submission but the proposal will be routed to both departments. The NSP will be recorded on only one job in UCPath. Please see the [NSP Job Aid](#). Faculty who participate in the Health Sciences Compensation Plan (HSCP) may not participate in the Negotiated Salary Program.*
5. Q: Can retired faculty be recalled at the Total UC Salary rate in effect when they retired? A: No.  
A: *Recalls are based on the Base Salary (scale rate plus off-scale or above scale rate) at the time of retirement, range adjusted forward.*

### Salary Structure and Funding

1. Q: How do I determine what negotiated salary component I can request?  
A: *Your departmental fund manager or business officer will help you determine the availability of funding and advise you on the criteria and the process for submitting a proposal. It is best practice to determine a level of participation that will be relatively stable in future years based on realistic predictions of the continued availability of external funding. It is advisable to avoid large swings in participation percentages from year to year (e.g., 30% in year 1, 0% in year 2, 10% in year 3).*
2. Q: Is there a ceiling in terms of setting the Total UC Salary rate for participation?  
A: *Yes, the Negotiated Salary Component cannot exceed 30% of the Base Salary rate (scale rate plus off-scale or above scale rate).*

3. Q: Will my Total UC Salary rate be increased if there is a mid-year salary change (e.g., range adjustment)?  
A: *When the range adjustment is applied to the Base Salary, the Negotiated Salary Component will be reduced by the same amount so there is no change to the approved Total UC Salary rate.*
4. Q: What portion of the Total UC Salary Rate is considered covered compensation for UCRP?  
A: *Only the Base Salary (salary scale rate plus off-scale amount or above scale rate) is considered covered compensation for UCRP. The Negotiated Salary Component is not covered compensation.*
5. Q: I have \$30K of appropriate funding available. Will that be my Negotiated Salary Component?  
A: *Not necessarily. In addition to the increase in salary, you are required to contribute an amount equal to 10% of the Negotiated Salary Component to a contingency fund, cover the additional benefits costs, and associated indirect costs.*
6. Q: Is the 10% contribution based on the Base Salary rate, the Negotiated Salary Component, or on the new Total UC Salary rate?  
A: *The 10% contingency contribution is calculated on the Negotiated Salary Component only.*
7. Q: How do I pay the contingency fund contribution?  
A: *Each faculty member with a Negotiated Salary Component will contribute released Base Salary equal to 10% of the Negotiated Salary Component to the contingency fund. This is accomplished by charging the appropriate amount of Base Salary against an allowable external fund source in UCPath (General Ledger/Fund Entry/Multiple Components of Pay). This "releases" the state funds that the covered compensation was charged against. The released salary should be moved to a distinct contingency fund account within the Financial Information System (FIS).*
8. Q: If some of my funding is managed by a different department or ORU, can I use it for the plan?  
A: *Yes, if it meets the external fund requirements noted in the plan. The other unit must confirm the availability of funding via email to your home department fund manager. This confirmation should be uploaded into the Kual form.*
9. Q: Is participation in the Faculty Salary Exchange Program (FSEP) allowed in conjunction with the negotiated salary program?  
A: *Yes, but FSEP must be approved prior to submission of the NSP request. A minimum of 50% of your Base Salary (scale rate plus off-scale or above scale rate), must be charged on core funds throughout the year. FSEPs will be entered as fund changes in UCPath (no change to position/job).*
10. Q: Is participation in the Faculty Leverage Buyout Program (FLP) allowed in conjunction with the negotiated salary program?  
A: *No, course buyouts are not allowed during participation in the NSP.*
11. Q: Can start-up funds be used as a fund source for the program?

*A: Startup funds may not be used during the academic year. Start-up funds may be used as a fund source for a participant's summer salary up to the Base Salary rate but not the Negotiated Salary Component.*

12. Q: Can non-resident tuition funds be used as an external fund source for the program?

*A: No. Neither resident nor non-resident tuition funds may be used as an external fund source for the program.*

13. Q: Can the percent of effort charged to extramural funds differ every month?

*A: As a best practice, it is expected that consistent percentages, with little variability, will be maintained throughout the fiscal year. However, it is understood that as research, teaching and service priorities change throughout the year so too may the percent effort charged to various fund sources.*

14. Q: What determines Good Standing in relation to contracts and grants?

*A: Accounts are considered in Good Standing when they are not in deficit and agency reports are up to date. An individual who frequently overspends and/or is delinquent with reporting does not meet Good Standing criteria and thus may not participate.*

15. Q: I expect to receive a new external funding after the fiscal year has begun. Once the funding has arrived, can my salary be renegotiated?

*A: No. Once negotiated and approved, negotiated salary levels may not be changed for the entire plan year. You may substitute those funds, however, for others listed in the initial proposal based on the research work done throughout the year.*

16. Q: A donor has pledged a gift to my department that can be used for salaries. Can this be used as a fund source for the program?

*A: Generally, no, as funds must be in hand on 7/1. Gift funds that arrive after the start of the program year may be used to substitute for other funds listed in the initial proposal if appropriate.*

17. Q: Can the Total UC Salary rate be used in future contract and grant proposals?

*A: Yes, as long as there is a reasonable expectation of continued funding from all sources.*

18. Q: Some of my funding is subject to an NIH cap. If my Total UC Salary rate exceeds the NIH cap, who will pay the difference (cap gap)?

*A: Cap gap funding must be included in the annual salary negotiation proposal. SOFI Core funds (13991) may be used to fund the cap gap in Base Salary but not the cap gap related to the Negotiated Salary Component. The NSP guarantees the Total UC salary rate, not total compensation. If there are no appropriate funds to cover the portion of the cap gap related to the Negotiated Salary Component, it will be considered an unfunded cap gap and the total compensation will be reduced. Please refer to the unfunded cap gap job aid on the UCPath UPK site.*

19. Q: If an academic file that involves a salary increase (e.g., merit, promotion) has been submitted to be effective 7/1 of the new plan year, how will this impact the salary negotiation process?

*A: The Base Salary (scale rate plus off-scale or above scale rate) proposed for the 7/1 academic file action may be used in the salary negotiation. NSP components (Base Salary and Negotiated Salary Component) will need to be adjusted if the review outcome differs from what was proposed to maintain the approved Total UC Salary rate.*

20. Q: Why does the salary worksheet round to the nearest six decimal places?

*A: The worksheet was set up to match the UCPath fund entry limit of six decimal places on the MCOP salary worksheet.*

21. Q: Should the Total UC Salary Rate be rounded to the nearest \$100?

*A: Yes, consistent with policy, the annual rate should be rounded to the nearest \$100.*

### **Summer Salary**

1. Q: Can start-up funds be used to fund summer salary at the NSP rate?

*A: Start-up funds may only be used to cover summer salary up to the Base Salary rate for ninths. External funds may be used to cover the difference between the Base Salary rate and the Total UC Salary summer rate.*

2. Q: How will the Negotiated Salary Component affect summer salary?

*A: Summer salary, including the 3/9ths limitation, will be based on the Total UC Salary rate (including the Negotiated Salary Component).*

3. Q: What annual salary rate will Summer Session use to determine the teaching course rate?

*A: As per policy, Summer Session teaching will be based on the Total UC Salary rate in effect on 6/30.*

4. Q: I receive summer ninths for my administrative service (e.g., department chair, associate dean). How will administrative ninths be affected by participation in the program?

*A: To maintain equity with other part-time faculty administrators who may not be participating in the program, funding for administrative summer salary will continue to be allocated based on the Base Salary rate (scale rate plus off-scale or above scale rate). External funds may be used to supplement the administrative ninths up to the Total UC Salary rate.*

5. Q: Can I receive a portion of my summer salary during the month of June?

*A: No, summer salary may only be issued in July, August, and September (7/1 – 9/30 pay period).*

### **Leaves**

1. Q: Can I take a sabbatical leave while participating in the program?

*A: Yes, but only if the leave was approved as part of the salary negotiation.*

2. Q: At what rate will my sabbatical leave be paid?

*A: You will be paid at the Total UC Salary rate in effect during the period of the leave, however, core funding may only be used for the Base Salary (scale rate plus off-scale or above scale rate) portion of your salary, less the contingency fund contribution.*

3. Q: During a leave of absence (e.g., sabbatical), am I still assessed the 10% contingency fund contribution?

*A: Yes.*

4. Q: What happens if I need to go on medical leave while participating in the program?

*A: You will be paid at the salary rate in effect during the leave. The University is under no obligation to continue the Negotiated Salary Component if the medical leave extends into the next salary negotiation cycle. If any funding source restrictions preclude payment of medical leave, the department must provide unrestricted funds to ensure full payment of the Total UC Salary.*

### **Teaching**

1. Q: Is participation in the Faculty Leverage Program (FLP) allowed in conjunction with the negotiated salary program?

*A: No, course buyout requests will not be permitted while participating in the Negotiated Salary Component Program. Participating faculty will be expected to meet all normal teaching, research, and service obligations.*

2. Q: Can overload teaching compensation be paid in addition to NSP?

*A: Yes, the Overload Teaching compensation may be paid in addition to NSP, per the Overload Guidelines. The appropriate number of consulting days must be forfeited as per APM 025.*

3. Q: When will I receive additional compensation for Overload Teaching?

*A: Overload teaching compensation is compensated as payments issued during the pay period of the quarter when the course is taught.*

Q: How is the "approved teaching load" defined?

*A: It is expected that participants will fulfill the EVC-approved teaching load for the department as listed on the Course Load and Student Direction form. Any differences due to part-time faculty administrative service (e.g. course relief), variations by academic series, or due to leaves of a quarter or longer must be noted on the Kual application.*