

## Step Plus System for Personnel Actions

- A. Normative schedule. All merits are considered on a fixed two, three or four year schedule. At every review the individual may be considered for more than one step, i.e. 1.5 steps, 2 steps, etc. (see below “Guidelines for Advancements”)
- B. As with the current system, the following four categories of actions are allowed at any time: (The actions listed below are not limited to the times specified in Paragraph A.)
- i) Accelerations in time are permitted for promotions to Associate Professor and Full Professor. Advancement to Professor Step 6 and to Above Scale, like other merits, will be considered on the fixed three and four-year schedule.
  - ii) After a deferral, the individual may come up the next year.
  - iii) After a denial, the individual may come up the next year.
  - iv) After a five-year review, the individual may come up the next year.
- C. To compensate for salary loss due to eliminating accelerations in time, faculty members receiving an advancement of greater than one step will also receive a temporary salary supplement equal to one quarter times the difference between their newly achieved full step and the next lower full step, for normative years at step. This increment will be recorded as temporary offscale. (see below “Sample Revised Salary Scale”)

### Key Features of the Step Plus System

1. There will not be a 0.5 step option in the Step Plus system. It is recommended that this option be reconsidered once the campus has gained some experience with the new system.
2. Advancements of greater than 2 steps are permitted in Step Plus, although they are expected to be extremely rare.
3. New appointments will only be allowed at full steps.
4. As with the current system, sabbatical and professional leaves count toward the normative time for advancement. Leaves without pay (LWOP) also count toward the normative time, unless excluded from on-the-clock time based on our campus work-life policies (e.g. due to childbirth, child adoption, serious illness of candidate or close family member, or research infrastructure catastrophe).
5. As with the current system, candidates may request a Career Equity Review (CER) coincident with a merit/promotion (and limited by other conditions imposed by CAP).
6. As with the current system, following a denial, faculty at all ranks are allowed to come up as early as the following year.
7. As with the current system, following a deferral, faculty at all ranks are allowed to come up as early as the following year.

8. As with the current system, faculty may defer a normatively timed two-year merit twice and a normally timed three-year merit once. In their fifth year they must seek a merit, a promotion or a "Five-Year Review."
9. The home department reviews, votes on, and summarizes the merit case, as in the current system. Standards of scholarship, practices of evaluation, and reporting formats are highly variable amongst departments, subject to By-law 55 and Academic Personnel Manual (APM). Minimally, departments must vote on an action. Departments are encouraged to provide additional evaluation by peers.
10. Advancement requests of less than 2 steps are normally redelegated, unless the recommendation is a promotion or crosses a barrier step of Step VI or Above Scale. Redelegated merit reviews may require review by the Faculty Personnel Committee prior to final decision by the Dean. Actions equal to or greater than 2 steps will go to CAP for review and the Vice Provost- Academic Affairs for decision.
11. As with the current system, first actions since appointment or promotion or high-level merit may go directly to the Dean for decision.
12. It is recommended that the Academic Senate carefully monitor the new Step Plus system during its first 2-3 years and conduct a thorough evaluation that assesses faculty progress, the possible need for a half step option, and any unanticipated consequences of the new system.

## **GUIDELINES FOR ADVANCEMENTS UNDER THE STEP-PLUS SYSTEM ACADEMIC SENATE TITLES**

### **General Principles**

In formulating our criteria for recommending larger-than-normal advancements, we should aim to strike a balance between concreteness and flexibility. Our goal should be to clarify the criteria for accelerations without tying our hands to quantitative assessments that understate or overstate the total contributions of candidates.

### **Normal, One-Step Advancement**

All members of the Academic Senate are eligible for regular advancement at scheduled intervals. A balanced record, appropriate for rank and step, with evidence of good accomplishments in all areas of review is rewarded with normal advancement. All Academic Senate faculty can expect to advance at normal rates, unless a major flaw in their performance is evident. Service duties are expected to increase as faculty advance in rank and step.

### **One-and-One-Half-Step Advancement**

A larger-than-normal, 1.5-step advancement requires a strong record with outstanding achievement in at least one area of review across research or creative work, teaching, and service. However, outstanding achievement in one area may not qualify the candidate for 1.5-step advancement if performance in another area does not meet UC Davis standards. Chairs and Deans should be encouraged to articulate in the departmental and Dean's letters the grounds for acceleration beyond simple numerical tabulations of papers, citations, courses, and committees: for example, by describing the special impact or quality of the work, the awarding of prizes for achievement, or the scale and scope of the undertaking.

### **Two-Step Advancement**

A two-step advancement will require a strong record in all three areas of review, with exceptional achievement in research and creative work, and at least one additional area of review. Two-step advancement requests will go to CAP for review and the Vice Provost- Academic Affairs for decision. The two-step advancement should be considered for individuals who would have accelerated every year under the current system to avoid disadvantage over progress under the step-plus system.

### **Advancements Beyond Two-Steps**

An advancement beyond 2.0 steps is expected to be extremely rare, and will go to CAP for review and the Vice Provost- Academic Affairs for decision, if proposed. These advancements will require an exceptionally strong and balanced record, highlighted by extraordinary levels of achievement in two areas (including research and creative activity), and excellent contributions in the third area.

### **Larger-than-normal Above Scale Increments**

The criteria for merit increases are steep at this high rank. Advancements of 1.5 steps require an exceptionally strong record of excellence in all three areas of review, with exceptional achievement in research and creative work, and outstanding performance in at least one additional area of review. All actions at Above Scale will go to CAP for review and the Vice Provost – Academic Affairs for decision.

**Sample Salary Scale under Step-Plus:**

SAMPLE STEP PLUS PROGRAM - TABLE 1  
 FACULTY-LADDER RANKS-PROFESSOR SERIES\*  
 ACADEMIC YEAR

Rank	Step	Normal Years at Step	Adjusted Scale		Annual Step Plus Supplement^
			7/1/14 Annual	Monthly	
Assistant Professor	1	2 years	\$57,600	\$4,800.00	
	2		\$61,100	\$5,091.67	
	2.5		\$62,750	\$5,229.17	\$875
	3		\$64,400	\$5,366.67	\$825
	3.5		\$66,250	\$5,520.83	\$825
	4		\$68,100	\$5,675.00	\$925
	4.5		\$69,800	\$5,816.67	\$925
	5		\$71,500	\$5,958.33	\$850
	5.5		\$73,200	\$6,100.00	\$850
	6		\$74,900	\$6,241.67	\$850
	6.5		\$77,050	\$6,420.83	\$850
Associate Professor	1	2 years	\$71,600	\$5,966.67	\$875
	1.5		\$73,300	\$6,108.33	\$875
	2		\$75,000	\$6,250.00	\$850
	2.5		\$77,100	\$6,425.00	\$850
	3		\$79,200	\$6,600.00	\$1,050
	3.5	\$81,600	\$6,800.00	\$1,050	
	4	\$84,000	\$7,000.00	\$1,200	
	4.5	\$87,250	\$7,270.83	\$1,200	
	5	\$90,500	\$7,541.67	\$1,625	
	5.5	\$93,900	\$7,825.00	\$1,625	
Professor	1	3 years	\$84,200	\$7,016.67	\$1,250
	1.5		\$87,400	\$7,283.33	\$1,250
	2		\$90,600	\$7,550.00	\$1,600
	2.5		\$93,950	\$7,829.17	\$1,600
	3		\$97,300	\$8,108.33	\$1,675
	3.5		\$100,800	\$8,400.00	\$1,675
	4		\$104,300	\$8,691.67	\$1,750
	4.5		\$108,050	\$9,004.17	\$1,750
	5		\$111,800	\$9,316.67	\$1,875
	5.5		\$116,400	\$9,700.00	\$1,875
	6		\$121,000	\$10,083.33	\$2,300
	6.5		\$125,950	\$10,495.83	\$2,300
	7		\$130,900	\$10,908.33	\$2,475
	7.5	\$136,300	\$11,358.33	\$2,475	
	8	\$141,700	\$11,808.33	\$2,700	
	8.5	\$147,700	\$12,308.33	\$2,700	
	9	\$153,700	\$12,808.33	\$3,000	
	9.5	\$160,123	\$13,343.57	\$3,000	
	AS		\$166,546	\$13,878.80	\$3,211

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\*The Acting Professorial titles, Adjunct Professor Series, Professor in Residence Series, Curator Series, and the Agronomist in the Agricultural Experiment Station Series are also paid on the Academic-Year Faculty Ladder Ranks salary scale.

^Supplement awarded only if advancement to this step was as a result of an advancement of 1.5 steps or greater AND is awarded only for the period of normative time at this step . Note: The supplement will end after normative time, if the faculty member's next advancement is not greater than a 1 step increase or if the faculty member does not advance. For example: Asst Prof Step 1 advances on 7/1/15 to Asst Prof Step 2.5. The Asst Prof will receive the supplement 7/1/15-6/30/17.