

2007 UUP DISCRETIONARY INCREASE SELF NOMINATION INFORMATION

This is to provide an outline of the eligibility criteria and general provisions for distribution of the 2007 United University Professions (UUP) discretionary pool in accordance with the 2003-2007 Agreement between the State of New York and United University Professions. Eligible employees may self-nominate for such a discretionary increase.

Eligibility

Employees of the State University who are in the Professional Services Negotiating Unit (08) as of June 30, 2007, (including all full- and part-time faculty and professional staff) are eligible to be recommended for a 2007 discretionary salary increase.

Pool of Discretionary Salary Increase Funds

A one-percent discretionary pool will be established based on the June 30, 2007 salaries of UUP-represented employees.

Self-Nominations

You may self-nominate by forwarding self-nominations to the office of your Department Chair or Director no later than August 31, 2007. Submission of self-nominations by this date is required in order to ensure that your Department Chair or Director receives the information before she or he makes a decision regarding the distribution of discretionary funds.

The self-nomination may be in the form of a memorandum outlining your rationale for the request and may include attachments that are supportive of your request.

Criteria for Distribution of Discretionary Awards

The discretionary award will be based on performance for the period July 1, 2006 through June 30, 2007.

In accordance with our University's overarching and guiding institutional principle, the primary criterion for all employees is true excellence in performance. For faculty, ideally, excellence is achieved in research, teaching and service in proper balance. For professional staff, the primary criterion is excellence in performance of assigned duties and an ability to function as a team player within the unit and the Campus community.

Discretionary salary increases can also provide redress for salary inequities, especially in cases where the quality and quantity of an individual's performance significantly surpass expectations and current compensation.

Timetable

The UUP discretionary salary increase will be paid in the paycheck of November 28, 2007. Employees must remain in UUP-represented positions until the payment date in order to receive the increase.