

UNIVERSITY OF CALIFORNIA, BERKELEY
2014-15 SALARY PROGRAM FOR STAFF EMPLOYEES
EFFECTIVE JULY 1, 2014

Implementation Guidelines

Following are the guidelines for implementing the staff salary increase program which is effective July 1, 2014. The August 2014 paychecks will reflect the salary increases.

A. Funding

The campus will provide central funds to cover the salary increase and associated fringe benefit costs for eligible, centrally-funded career positions calculated at 3% of actual salaries through June 30, 2014 for eligible positions.

Increases for non-centrally funded positions will be covered by individual units. In the case of contract and grant funded positions, increases are subject to the requirements of the appropriate funding agency.

The Campus Budget Office will make allocations to the decentralized salary administration units to cover the cost of the FY 2014-15 staff salary increase on central funds.

B. Eligibility criteria

1. Employees appointed to Appointment types 2 – Career, 7 – Partial-Year Career appointments, or 1– Contract in a PPSM title included in salary ranges 15 – 30 on or before December 31, 2013 and remain in the PPSM position on July 1, 2014, and
2. Are on payroll in an eligible position and appointment on the date that the pay increase is paid
3. Contract positions: Individuals on employment contracts may be eligible and are handled on a case-by-case basis. If an increase is provided to an individual on contract, the unit will need to (a) provide funding for those who will receive an increase, (b) update the contract with the new salary amount, and (c) enter the increase into the HCM system by July 18, 2014.

4. Excluded:

- a. Individuals who were hired on or after January 1, 2014,
- b. Individuals whose resulting salary exceeds the new salary range maximum,
- c. Individuals who separate from employment on or before the payout date,
- d. Rehired retirees who have not suspended their UCRP retirement contributions
- e. Employees covered by collective bargaining agreements. Represented employees' compensation is covered by their respective labor agreements. Human Resources will communicate any compensation changes for employees covered by collective bargaining as the contracts are finalized.

C. Salary range adjustments

Salary increases may not result in an employee's salary falling above their salary range maximum. The salary range maximums will be adjusted upward by approximately 4.4%.

D. Process for Implementing the Salary Program

Salary increases will be processed centrally. Lists of those excluded will be provided to the Chief Administrative Officers and to the Chief of Staffs. Compensation Operations Manager Scott Dinkelspiel is available to answer questions at 642-2799 or by email (scottd3@berkeley.edu).