

ORGANIZATIONAL ANALYSIS

(Sec. 46A-68-82)

March 2021

This section was in compliance in the previous filing and there were no proposals or recommendations.

1. Job Title Study

Each office, position, and position classification authorized by the Department of Administrative Services or established by statute is shown arranged into lines of progression, depicting the order of jobs through which an employee may advance. The titles are organized from the highest position to the lowest position.

Titles without promotional opportunity are identified and listed separately at the end of each category.

For Management employees, the titles are grouped into series, which show the progression within each series. Promotional and non-promotional titles are indicated as such.

Faculty titles are separated into three broad groups: regular faculty, extension system faculty, and research faculty. Within each group, we have noted the tenure track and non-tenure track titles. Promotional and non-promotional titles are indicated as such. In most cases, the non-promotional titles are the highest level in a given series. Some non-promotional titles, such as Distinguished Professor, are honorary, and are conferred by the Board of Trustees at the recommendation of the Provost.

Individuals in faculty titles belong to a collective bargaining unit, the American Association of University Professors (AAUP). Approved AAUP titles are enumerated in the Collective Bargaining Agreement (CBA), Article 1, Recognition. Please see **Exhibit 1** of this section for the contact language.

Promotion to the next faculty level is governed by the University's Promotion, Tenure and Reappointment process (PTR), as found in the University Laws, By-laws and Rules, Article XIV and in [PTR Procedures](#) promulgated by the Provost and Executive Vice President for Academic Affairs. Please see **Exhibit 2** of this section for the PTR Procedures.

Faculty members themselves initiate a request for promotion to the next level in the series. A broad range of documentation and references must be provided with the PTR application, which is closely reviewed by colleagues and peers in the academic specialty. A PTR committee in each school/college reviews the materials and forwards a recommendation to the Dean, who forwards his/her recommendation to the Provost. In the promotion from Assistant Professor to Associate Professor, tenure is also granted. This occurs typically after six years of service from time of hire. Similarly, a request for promotion from Associate Professor to Professor is self-initiated by faculty members and follows the PTR process. Faculty at the Associate Professor level are not

mandated to apply for promotion and there is no minimum time requirement of service. The Board of Trustees gives the final approval on tenure awards for faculty by vote at a full Board meeting, usually in April of each academic year.

In the Professional category, encompasses University of Connecticut's Professional Employees Association titles and University titles outside of the collective bargaining unit. A new classification system, Career Paths, was implemented for positions covered by UCPEA as of July 1, 2020. This new system is comprised of 179 job titles in nine levels. Career Paths uses general descriptors to categorize work by (1) Occupation and by (2) Level.

Occupational Groups are broad categories of associated or related occupations. Each Occupational Group consists of Job Families, Job Paths, Job Titles, Job Categories, and Job Levels.

The first subdivision of the Occupational Group is the Job Family. Job Families group related jobs with similar work, requiring like training, skills, knowledge, and experience.

Job Families are more detailed than Occupational Groups, further organizing work through grouping professionally similar jobs that often possess different titles across UConn.

The second subdivision of the Occupational Group is the Job Path. Job Paths group roles with a progressive growth in qualifications, complexity, and independence. For some employees, a Job Path may serve as a career trajectory.

The remaining Professional titles are also organized in a series showing the lines of progression in each series.

For EEO 4 to EEO 7, each position classification authorized by the Department of Administrative Services or established by statute is arranged into lines of progression that depict the order of jobs through which an employee may advance in the State Merit System. In certain classification series there may be additional progressions represented in the University of Connecticut Professional Employees Association bargaining unit and therefore such titles will **not** be identified as being without promotional opportunity. Titles without promotional opportunity are listed separately at the end.

2. Occupational Category Study

For this *Plan*, each office, position, and position classification listed in the job title study has been placed in an occupational category with other offices, positions, or position classifications having similar job content, compensation schedules, and opportunity. The titles in each occupational category are listed from highest to lowest compensation with the salary range for each office and position.

There are no mandated salary ranges for Executive/Managerial titles or for the non-UCPEA nonteaching professional titles. As a result, the figures shown are the *actual* minimum and maximum salaries of employees in each title.

For faculty, the University does not have a compensation schedule because the AAUP CBU is based on the minimum terms of employment. The CBU requires that new hires be offered “no less than the lowest salary in each [professorial] rank in the previous academic year”. Salary minima for 2020-2021 are: Assistant Professor \$45,000, Associate Professor \$63,501 and Professor \$85,676. Please see **Exhibit 3** of this section for the posted faculty minima.

While faculty titles progress from Assistant Professor to Associate Professor to Professor, salaries do not necessarily follow this same line of progression. Hiring salaries are generally determined by other factors, in addition to the minimum salaries for the faculty rank of the position. These factors include the market value of the candidate’s particular skill set, his/her reputation in their academic discipline, scholarly works, creative accomplishments, professional honors, and various other criteria. Academic disciplines frequently dictate the salary potential for a title and are not uniform throughout the University. Certain disciplines, such as Business, Engineering, and Pharmacy are compelled to offer higher salaries to remain competitive and attract employees who command substantive salaries outside the norm for academia.

For example, an Assistant Professor who has a significant number of publications in breakthrough research and whose specialty is in great demand in Engineering, may command a salary significantly higher than an Associate Professor in Geography, who is working in his/her academic discipline as a generalist. All faculty salaries are reviewed and approved, prior to offer, by the Provost’s Office.

Salary increases during the faculty member’s appointment include, in addition to the annual CBA cost of living increase, an additional merit award. Merit and special achievement awards are intended to recognize above average performance in teaching, research, and service. Faculty merit awards are discretionary and result in a wide range of salaries among those in the same rank. Please see **Exhibit 4** of this section for the contract language.

For UCPEA bargaining unit titles, contractual salary ranges are used. Salary ranges have been updated to reflect contractual salary changes.

For Classified titles, salary ranges for the titles’ pay plans are used. Salary ranges are updated to reflect collective bargaining union contracts.

Job Title Study
October 1, 2019 - November 30, 2020

		PROMOTIONAL	NON-PROMOTIONAL
EEO 1 - Management			
	<i>Dean Series</i>		
	Dean		✓
	Associate Dean & Director		✓
	Associate Dean	✓	
	Assistant Dean	✓	
	<i>Vice President Series</i>		
	Vice President		✓
	Associate Vice President	✓	
	Assistant Vice President	✓	
	<i>Vice Provost Series</i>		
	Vice Provost		✓
	Associate Vice Provost	✓	
	Assistant Vice Provost	✓	
	<i>University Director Series</i>		
	Executive Director	✓	
	University Director		✓
Management Positions Without Promotional Opportunity			
	Associate Dean-Students		✓
	Department Head Student Affairs		✓
	Deputy Director and Chief of Staff		✓
	Executive Assistant to the President		✓
	Executive Vice President & Chief Financial Officer		✓
	President		✓
	Provost & Executive Vice President		✓

Job Title Study
October 1, 2019 - November 30, 2020

	Non-tenure Track		
	Extension Professor		✓
	Associate Extension Professor	✓	
	Assistant Extension Professor	✓	
	Extension Instructor		✓
	Extension Professor-in-residence		✓
	Associate Extension Professor-in-residence	✓	
	Assistant Extension Professor-in-residence	✓	
	Extension Instructor-in-residence		✓
	Senior Ext Educator		✓
	Visiting Extension Educator	✓	
	Visiting Associate Ext Educator	✓	
	Visiting Assistant Ext Educator		✓
	Senior Extension Educator		✓
	Extension Educator	✓	
	Associate Extension Educator	✓	
	Assistant Extension Educator		✓
	Research Faculty		
	Non-tenure Track		
	Research Professor		✓
	Associate Research Professor	✓	
	Assistant Research Professor	✓	
	Research Instructor		✓
	Senior Research Scientist/Scholar		✓
	Research Scientist/Scholar	✓	
	Associate Research Scientist/Scholar		✓
	Faculty Positions without Promotional Opportunity		
	Lecturer		
	Special Internal Lecturer 1		
	Special Internal Lecturer 2		
	Special Internal Lecturer 3		

Job Title Study
October 1, 2019 - November 30, 2020

EEO 3 - Professional			
<p>In the University of Connecticut's Professional Employees Association (UCPEA) there are 179 job titles in nine levels. Occupational Groups are broad categories of associated or related occupations. Each Occupational Group consists of Job Families, Job Paths, Job Titles, Job Categories, and Job Levels. The first subdivision of the Occupational Group is the Job Family. Job Families group related jobs with similar work, requiring like training, skills, knowledge, and experience. Job Families are more detailed than Occupational Groups, further organizing work through grouping professionally similar jobs that often possess different titles across UConn.</p>			
JOB FAMILY		PROMOTIONAL	NON-PROMOTIONAL
ACADEMIC PROGRAMS/SERVICES			
<i>Child Development</i>			
	Master Teacher		✓
	Teacher	✓	
	Assistant Teacher	✓	
<i>Educational Program Leadership</i>			
	Educational Program Manager 3		✓
	Educational Program Manager 2	✓	
	Educational Program Manager 1	✓	
<i>Educational Program Professional</i>			
	Senior Educational Program Administrator		✓
	Educational Program Administrator	✓	
	Educational Program Coordinator	✓	
	Educational Program Assistant 2	✓	
	Educational Program Assistant 1	✓	
<i>Instructional Development</i>			
	Lead Instructional Developer		✓
	Instructional Developer	✓	
<i>eLearning Development</i>			
	eLearning Developer 3		✓
	eLearning Developer 2	✓	
	eLearning Developer 1	✓	

Job Title Study
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ADMINISTRATIVE SERVICES			
<i>Administrative Program Leadership</i>			
	Administrative Program Manager 3		✓
	Administrative Program Manager 2	✓	
	Administrative Program Manager 1	✓	
<i>Administrative Program Professional</i>			
	Senior Administrative Program Support		✓
	Administrative Program Support 4	✓	
	Administrative Program Support 3	✓	
	Administrative Program Support 2	✓	
	Administrative Program Support 1	✓	
<i>Technical Records</i>			
	Technical Records Coordinator		✓
<i>Business Operations Professional</i>			
	Business Operations Specialist 3		✓
	Business Operations Specialist 2	✓	
	Business Operations Specialist 1	✓	
<i>Functional Analysis</i>			
	Functional Analyst		✓
	Functional Specialist	✓	
<i>Training and Development</i>			
	Training and Development Coordinator		✓
<i>Accounting</i>			
	Lead Accountant		✓
	Senior Accountant	✓	
	Accountant	✓	
<i>Financial Analysis</i>			
	Financial Analyst 3		✓
	Financial Analyst 2	✓	
	Financial Analyst 1	✓	

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<i>Financial Leadership</i>			
	Associate Finance Director		✓
	Finance Manager 2	✓	
	Finance Manager 1	✓	
<i>Financial Professional</i>			
	Financial Assistant 2		✓
	Financial Assistant 1	✓	
<i>Payroll</i>			
	Payroll Supervisor		✓
<i>Grants and Contracts</i>			
	Grants and Contracts Manager		✓
	Grants and Contracts Specialist	✓	
	Grants and Contracts Development Officer	✓	
	Grants and Contracts Assistant	✓	
<i>Institutional Research</i>			
	Institutional Research Specialist		✓
	Institutional Research Analyst 2	✓	
	Institutional Research Analyst 1	✓	
<i>Procurement</i>			
	Procurement Specialist		✓
	Procurement Analyst 2	✓	
	Procurement Analyst 1	✓	
ARTS AND CURATORIAL SERVICES			
<i>Exhibit Design</i>			
	Museum Exhibit Designer		✓
<i>Registrar and Curator</i>			
	Art Museum Registrar		✓

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<i>Public Relations</i>			
	Senior Public Relations Associate		✓
	University Public Relations Associate 2	✓	
	University Public Relations Associate 1	✓	
	Media Services Associate	✓	
	Media Services Specialist	✓	
INFORMATION TECHNOLOGY			
<i>Applications Administration</i>			
	Applications Administrator 3		✓
	Applications Administrator 2	✓	
	Applications Administrator 1	✓	
	Applications Specialist	✓	
<i>Software Development</i>			
	Software Developer 3		✓
	Software Developer 2	✓	
	Software Developer 1	✓	
<i>Data Administration</i>			
	Data Administrator 3		✓
	Data Administrator 2	✓	
	Data Administrator 1	✓	
<i>Data Analysis</i>			
	Data Analyst 3		✓
	Data Analyst 2	✓	
	Data Analyst 1	✓	
	Data Specialist	✓	
<i>Network Administration</i>			
	Network Administrator 3		✓
	Network Administrator 2	✓	
	Network Administrator 1	✓	
	Network Specialist	✓	

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<i>Network Construction</i>			
	Network Construction Administrator 3		✓
	Network Construction Administrator 2	✓	
	Network Construction Administrator 1	✓	
<i>IT Project Management</i>			
	IT Project Manager 2		✓
	IT Project Manager 1	✓	
	IT Project Business Analyst	✓	
	IT Quality Assurance	✓	
<i>IT Team Leads</i>			
	IT Manager		✓
	IT Team Lead 2	✓	
	IT Team Lead 1	✓	
<i>IT Security</i>			
	Information Security Analyst 3		✓
	Information Security Analyst 2	✓	
	Information Security Analyst 1	✓	
<i>Audio Visual</i>			
	Audio Visual Technician 3		✓
	Audio Visual Technician 2	✓	
	Audio Visual Technician 1	✓	
	Audio Visual Specialist	✓	
<i>Computer Support</i>			
	Computer Support Technician 3		✓
	Computer Support Technician 2	✓	
	Computer Support Technician 1	✓	
	Computer Support Specialist 2	✓	
	Computer Support Specialist 1	✓	

Job Title Study
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<i>Systems Administration</i>			
	Systems Administrator 3		✓
	Systems Administrator 2	✓	
	Systems Administrator 1	✓	
	Systems Specialist	✓	
INSTITUTIONAL OPERATIONS			
<i>Athletic Equipment and Facilities</i>			
	Manager, Athletic Equipment and Facilities		✓
	Assistant Manager, Athletic Equipment and Facilities	✓	
<i>Building Inspection and Compliance</i>			
	Building Inspector and Compliance Supervisor		✓
	Building Inspector and Compliance Official	✓	
	Assistant Building Inspector and Compliance Official	✓	
<i>Planning, Design and Construction</i>			
	Planning, Design and Construction Senior Project Manager		✓
	Planning, Design and Construction Project Manager	✓	
	Planning, Design and Construction Assistant Project Manager	✓	
<i>Facilities</i>			
	Facilities Manager 3		✓
	Senior Facilities Professional	✓	
	Facilities Manager 2	✓	
	Facilities Manager 1	✓	
	Facilities Professional	✓	
<i>Environmental Health and Safety</i>			
	Environmental Health and Safety Manager		✓
	Environmental Health and Safety Specialist 3	✓	
	Environmental Health and Safety Specialist 2	✓	
	Environmental Health and Safety Specialist 1	✓	
LABORATORY AND RESEARCH OPERATIONS			
<i>Animal Care</i>			
	Animal Care Manager		✓
	Animal Care Specialist	✓	

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<i>Laboratory</i>				
	Laboratory Manager			✓
	Laboratory Technician 3	✓		
	Laboratory Technician 2	✓		
	Laboratory Technician 1	✓		
	Laboratory Assistant	✓		
<i>Research Equipment and Supplies</i>				
	Technical Operations Manager			✓
	Machine Shop Engineer	✓		
	Equipment Technican 2	✓		
	Electronic Engineer	✓		
	Equipment Technician 1	✓		
LIBRARY				
<i>Librarian</i>				
	Librarian 4 - Manager			✓
	Librarian 3 - Manager	✓		
	Librarian 4	✓		
	Librarian 3	✓		
	Librarian 2	✓		
	Librarian 1	✓		
<i>Library Suppc</i>				
	Library Assistant 3 - Manager			✓
	Library Assistant 3	✓		
	Library Assistant 2	✓		
	Library Assistant 1	✓		
STUDENT PROGRAMS/SERVICES				
<i>Admissions</i>				
	Associate Admissions Director			✓
	Admissions Manager	✓		
	Admissions Officer 3	✓		
	Admissions Officer 2	✓		
	Admissions Officer 1	✓		

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<i>Registrar</i>			
	Associate Registrar		✓
	Assistant Registrar	✓	
	Registrar Specialist	✓	
<i>Academic Advising</i>			
	Academic Advisor 2		✓
	Academic Advisor 1	✓	
<i>Career Consulting</i>			
	Career Consultant		✓
<i>Student Success Counseling</i>			
	Student Success Counselor		✓
<i>Dining Services Coordination and Management</i>			
	Associate Dining Services Director		✓
	Dining Services Manager 3	✓	
	Dining Services Manager 2	✓	
	Dining Services Manager 1	✓	
	Dining Services Area Assistant Manager	✓	
<i>Financial Aid</i>			
	Financial Aid Manager		✓
	Financial Aid Officer		
	Financial Aid Analyst		
<i>Student Employment</i>			
	Student Employment Officer		✓
<i>Housing Coordination</i>			
	Housing Coordinator		✓
<i>Residence Hall Director</i>			
	Residence Hall Director		✓
<i>Clinical Phlebotomy</i>			
	Clinical Phlebotomist		✓

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<i>Medical Doctors</i>			
	Physician		✓
<i>Nurse Services</i>			
	Advanced Practice Registered Nurse (APRN)		✓
	Nurse Clinical Coordinator	✓	
	Nurse	✓	
<i>Nutrition</i>			
	Registered Dietician/Nutritionist		✓
<i>Pharmaceutical Services</i>			
	Pharmacist and Ancillary Services Manager		✓
	Pharmacist	✓	
<i>Radiology</i>			
	X-Ray Technician 2		✓
	X-Ray Technician 1	✓	
<i>Student Health Services</i>			
	Psychologist		✓
	Social Worker		✓
	Student Clinical Mental Health Services Manager		✓
	Physical Therapist		✓
	Information Coordinator		✓
	Health Educator		✓
	Clinical Coordinator		✓
<i>Sign Language Interpretation</i>			
	Sign Language Interpreter		✓
<i>Student Services Leadership</i>			
	Student Services Program Manager 3		✓
	Student Services Program Manager 2	✓	
	Student Services Program Manager 1	✓	

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<i>Student Services Professional</i>			
	Senior Student Services Program Administrator		✓
	Student Services Program Administrator	✓	
	Student Services Program Coordinator	✓	
	Student Services Program Assistant 2	✓	
	Student Services Program Assistant 1	✓	
OTHER PROFESSIONAL TITLES			
<i>University Staff Professional Staff Series</i>			
	University Staff Professional VI	✓	
	University Staff Professional V	✓	
	University Staff Professional IV	✓	
	University Staff Professional III	✓	
	University Staff Professional II	✓	
	University Staff Professional I	✓	
<i>University Technician Series</i>			
	University Technician II	✓	
	University Technician I	✓	
<i>University Educational Assistants Series (Confidential)</i>			
	University Educational Assistant 1		✓
	University Educational Assistant 2	✓	
	University Educational Assistant 3	✓	
<i>Research Series</i>			
	Research Assistant 3		✓
	Research Assistant 2	✓	
	Research Assistant 1	✓	
	Research Associate 3		✓
	Research Associate 2	✓	
	Research Associate 1	✓	
<i>Academic Assistant Series</i>			
	Academic Assistant 5		✓
	Academic Assistant 4	✓	
	Academic Assistant 3	✓	
	Academic Assistant 2	✓	
	Academic Assistant 1	✓	

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	Unclassified Titles Without Promotional Opportunity		
	Fiscal Administrative Officer		✓
	Specialist IA		✓
	Specialist IIA		✓
	Specialist IIIA		✓
	Specialist IVA		✓
	University Assistant Director		✓

Job Title Study
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EEO 4 - EEO 7 Classified				
Each position classification authorized by the Department of Administrative Services or established by statute is arranged into lines of progression that depict the order of jobs through which an employee may advance in the State Merit System. In certain classification series there may be additional progressions represented in the University of Connecticut Professional Employees Association bargaining unit and therefore such titles will not be identified as being without promotional opportunity. Titles without promotional opportunity are listed separately at the end of this study.				
Please note that the classification listing identifies the non-promotional titles as the first listing in a series, followed by all related titles that are considered promotional.				
SERIES CATEGORY			PROMOTIONAL	NON-PROMOTIONAL
<i>Agricultural Series</i>				
		Farm Supervisor		✓
		Agricultural Worker 2	✓	
		Agricultural Worker 1	✓	
		Agricultural Worker Trainee	✓	
<i>Animal Care Series</i>				
		Animal Care Technician	✓	
		Animal Care Technician Trainee	✓	
<i>Boat Series</i>				
		Research Vessel Captain		✓
		Research Vessel Engineer		✓
<i>Buildings & Grounds Series</i>				
		Buildings & Grounds Supervising Patrol Officer		✓
		Buildings & Grounds Lead Patrol Officer	✓	
		Buildings & Grounds Patrol Officer	✓	
<i>Computer Operations Series</i>				
		Data Process Op Support Specialist 3	✓	
		Data Process Op Support Specialist 2	✓	
		Data Process Op Support Specialist 1	✓	
		Data Process Op Support Assistant	✓	
<i>Custodial Series</i>				
		Building Superintendent 1	✓	
		Supervising Custodian	✓	
		Lead Custodian	✓	
		Custodian	✓	

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<i>Duplicating Series</i>			
	Duplicating Services Supervisor 2	✓	
	Duplicating Services Supervisor 1	✓	
	Duplicating Technician 2	✓	
	Duplicating Technician 1	✓	
	Duplicating Assistant	✓	
<i>Dispatcher Series</i>			
	UConn Dispatcher Trainee	✓	
	Building & Grounds Patrol Officer (UConn Dispatcher)		✓
<i>Electronics Series</i>			
	Elec Integrated Control Sys Tech (IC)	✓	
	Elec Integrated Control Sys Tech (BS)	✓	
	Lead Electronics Technician	✓	
	Electronics Technician 2	✓	
	Electronics Technician 1	✓	
<i>Extension Program Series</i>			
	Extension Program Coordinator	✓	
	Extension Program Liaison	✓	
<i>Fire Series</i>			
	University Fire Captain		✓
	Fire Lieutenant	✓	
	Fire Inspector		✓
	Firefighter	✓	
	Protective Services Trainee - Fire	✓	
<i>General Clerical Series</i>			
	Unit Supervisor	✓	
	Head Clerk	✓	
	Office Assistant	✓	
	Clerk Typist	✓	
	Clerk	✓	
<i>Mail Series</i>			
	Mail Services Supervisor 2		✓
	Mail Services Supervisor 1	✓	
	Lead Mail Handler	✓	
	Mail Handler	✓	
	Mail Handler Trainee	✓	

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<i>Maintenance Series - Automotive</i>			
	Maintenance Supervisor 2 (Automotive)		✓
	Maintenance Supervisor 1 (Automotive)	✓	
	Qualified Craft Worker (Automotive)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
<i>Maintenance Series - Carpentry</i>			
	Maintenance Supervisor 2 (Carpentry)		✓
	Maintenance Supervisor 1 (Carpentry)	✓	
	Qualified Craft Worker (Carpentry)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
<i>Maintenance Series - Electrical</i>			
	Maintenance Supervisor 2 (Electrical)		✓
	Maintenance Supervisor 1 (Electrical)	✓	
	Qualified Craft Worker (Electrical)	✓	
	General Trades Worker	✓	
	Power Distribution Electrician		✓
	QCW Intern	✓	
	Skilled Maintainer	✓	
<i>Maintenance Series - General</i>			
	Maintenance Supervisor 2 (General)		✓
	Maintenance Supervisor 1 (General)	✓	
	Qualified Craft Worker (Glazier)	✓	
	Qualified Craft Worker (Locksmith)	✓	
	Qualified Craft Worker (Carpentry)	✓	
	Qualified Craft Worker (Electrical)	✓	
	Qualified Craft Worker (HVACR)	✓	
	Qualified Craft Worker (Machine Shop)	✓	
	Qualified Craft Worker (Masonry)	✓	
	Qualified Craft Worker (Painting)	✓	
	Qualified Craft Worker (Plumb & Steamfit)	✓	
	Qualified Craft Worker (Tinsmith)	✓	
	Qualified Craft Worker (Welding)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	

Job Title Study
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<i>Maintenance Series - Glazing</i>			
	Maintenance Supervisor 1 (Glazier)	✓	
	Qualified Craft Worker (Glazier)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Grounds</i>			
	Maintenance Supervisor 2 (Grounds)		✓
	Maintenance Supervisor 1 (Grounds)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - HVACR</i>			
	Maintenance Supervisor 2 (HVACR)		✓
	Maintenance Supervisor 1 (HVACR)	✓	
	Qualified Craft Worker (HVACR)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Locksmith</i>			
	Maintenance Supervisor 2 (Locksmith)		✓
	Maintenance Supervisor 1 (Locksmith)	✓	
	Qualified Craft Worker (Locksmith)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Machine Shop</i>			
	Maintenance Supervisor 2 (Machine Shop)		✓
	Maintenance Supervisor 1 (Machine Shop)	✓	
	Qualified Craft Worker (Machine Shop)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	

Job Title Study
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<i>Maintenance Series - Masonry</i>			
	Maintenance Supervisor 2 (Masonry)		✓
	Maintenance Supervisor 1 (Masonry)	✓	
	Qualified Craft Worker (Masonry)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Mechanical Equipment</i>			
	Maintenance Supervisor 2 (Plumb & Steam)		✓
	Maintenance Supervisor 2 (HVACR)		✓
	Maintenance Supervisor 2 (Mech Equip)		✓
	Maintenance Supervisor 1 (Plumb & Steam)	✓	
	Maintenance Supervisor 1 (HVACR)	✓	
	Maintenance Supervisor 1 (Mech Equip)	✓	
	Qualified Craft Worker (HVACR)	✓	
	Qualified Craft Worker (Plumb & Steam)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Office Equipment</i>			
	Maintenance Supervisor 1 (Office Equip)		✓
	General Trades Worker	✓	
	Skilled Maintainer	✓	
<i>Maintenance Series - Painting</i>			
	Maintenance Supervisor 2 (Painting)		✓
	Maintenance Supervisor 1 (Painting)	✓	
	Qualified Craft Worker (Painting)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	

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<i>Maintenance Series - Plumbing & Steamfitting</i>			
	Maintenance Supervisor 2 (Plumb & Steam)		✓
	Maintenance Supervisor 1 (Plumb & Steam)	✓	
	Qualified Craft Worker (Plumb & Steam)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Roofing</i>			
	Qualified Craft Worker (Roofing)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Sign</i>			
	Qualified Craft Worker (Sign)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Tinsmith</i>			
	Maintenance Supervisor 2 (Tinsmith)		✓
	Maintenance Supervisor 1 (Tinsmith)	✓	
	Qualified Craft Worker (Tinsmith)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer	✓	
	Maintainer	✓	
<i>Maintenance Series - Welder</i>			
	Qualified Craft Worker (Welder)	✓	
	General Trades Worker	✓	
	QCW Intern	✓	
	Skilled Maintainer		
	Maintainer	✓	

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<i>Payroll Clerical Series</i>				
		Payroll Clerk	✓	
		Financial Clerk		✓
<i>Police Series</i>				
		Police Captain (Unclassified)		✓
		Police Lieutenant (Unclassified)	✓	
		Police Master Sergeant (Unclassified)	✓	
		Police Sergeant (Unclassified)	✓	
		Detective (Unclassified)	✓	
		Police Officer (Unclassified)	✓	
		Protective Services Trainee - Police (Unclassified)	✓	
<i>Power Plant Series</i>				
		Power Plant Supervisor		✓
		Lead Power Plant Operator	✓	
		Power Plant Operator 2	✓	
		Power Plant Operator 1	✓	
		Power Plant Trainee	✓	
<i>Processing Series</i>				
		Processing Technician	✓	
		Office Assistant	✓	
		Clerk Typist	✓	
		Clerk	✓	
<i>Regular Food Series</i>				
		Dining Room Supervisor		✓
		Head Cook	✓	
		Food Service Supervisor		✓
		Cook	✓	
		Baker	✓	
		Maintainer	✓	
		Assistant Cook	✓	
<i>Research Technician Series</i>				
		Lead University Research Technician		✓
		University Research Technician 2	✓	
		University Research Technician 1	✓	

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<i>Secretarial Series</i>			
	Administrative Assistant		✓
	Secretary 2	✓	
	Secretary 1	✓	
	Clerk Typist	✓	
<i>Storekeeper Series</i>			
	Material Storage Supervisor 2		✓
	Material Storage Supervisor 1	✓	
	Material Storage Specialist	✓	
	Storekeeper	✓	
	Storekeeper Assistant	✓	
<i>Wastewater Treatment Plant Series</i>			
	Water Pollution Treatment Plant Supervisor 1		✓
	Water Pollution Control Operator 3	✓	
	Water Pollution Treatment Plant Technician	✓	
	Water Pollution Control Operator 2	✓	
	Water Pollution Control Operator Mechanic	✓	
	Water Pollution Control Operator 1	✓	
	Water Pollution Control Operator Trainee	✓	
<u>Classified Titles Without Promotional Opportunity</u>			
	Assistant Accountant		✓
	Buildings & Grounds Supervising Patrol Officer		✓
	Claims Examiner		✓
	Dining Room Supervisor		✓
	Duplicating Services Supervisor 2		✓
	Farm Supervisor		✓
	Financial Clerk		✓
	Fiscal Administrative Officer		✓
	Food Service Supervisor		✓
	Lead University Research Technician		✓
	Library Technical Assistant		✓
	Mail Services Supervisor 2		✓
	Maintenance Supervisor 1 (Glazier)		✓
	Maintenance Supervisor 1 (Office Equip)		✓
	Maintenance Supervisor 2 (Automotive)		✓
	Maintenance Supervisor 2 (Carpentry)		✓
	Maintenance Supervisor 2 (Electrical)		✓
	Maintenance Supervisor 2 (General)		✓

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Classified Titles Without Promotional Opportunity			
	Maintenance Supervisor 2 (Grounds)		✓
	Maintenance Supervisor 2 (HVACR)		✓
	Maintenance Supervisor 2 (HVACR)		✓
	Maintenance Supervisor 2 (Locksmith)		✓
	Maintenance Supervisor 2 (Machine Shop)		✓
	Maintenance Supervisor 2 (Masonry)		✓
	Maintenance Supervisor 2 (Mech Equip)		✓
	Maintenance Supervisor 2 (Painting)		✓
	Maintenance Supervisor 2 (Plumb & Steam)		✓
	Maintenance Supervisor 2 (Plumb & Steam)		✓
	Maintenance Supervisor 2 (Tinsmith)		✓
	Material Storage Supervisor 2		✓
	Power Plant Supervisor		✓
	Purchasing Assistant		✓
	Research Vessel Captain		✓
	Telecommunications Operator		✓
	Telephone Operator		✓
	University Arboriculturist		✓
	University Driver		✓
	University Fire Captain		✓
	Police Captain (Unclassified)		✓
	Water Pollution Treatment Plant Supervisor 2		✓

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<u>Management Titles</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Salary</u>	<u>Group</u>	<u>Pay Plan</u>
University Director	96465	580250			
President	525000	525000			
Dean	224250	467946			
Vice President	230000	399750			
Provost & Exec Vice President	390000	390000			
Deputy Dir and Chief of Staff	345000	345000			
U Chief of Staff & Gen Counsel	300675	300675			
Exec VP for Admin & CFO	294250	294250			
Chief Human Resources Officer	290125	290125			
Assoc Vice President	174075	284850			
Vice Provost & Dean	237191	237191			
Asst Vice President	150000	230747			
Executive Director	160116	217125			
Vice Provost	210000	210000			
Asst Vice Provost	162500	190458			
Assoc Vice Provost	166921	186925			
Dept Head Student Affairs	105000	171243			

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<u>Faculty Titles</u>	<u>Minimum</u>	<u>Maximum</u>
Professor	92000	374350
Associate Professor	74387	299640
Distinguished Professor	156621	297246
Assistant Professor	67841	241932
Extension Instructor	69786	123399
Extension Professor	120309	120309
Sr Coop Ext Edu	111397	118762
Assoc Coop Ext Edu	75208	116606
Asst Extension Professor	74305	109414
Assoc Extension Professor	96149	96563
Asst Coop Ext Edu	70669	86679
Instructor - LAW	75000	75000
<u>Durational Titles</u>		
Clinical Professor	89396	231169
Associate Research Professor	170000	203333
Instructor-in-residence	45000	182906
Associate Clinical Professor	76241	163789
Associate Professor-in-residence	63501	159930
Assistant Clinical Professor	72000	159051
Professor-in-residence	85676	156125
Assistant Professor-in-residence	50500	147553
Lecturer	37641	123095
Assistant Research Professor	50105	113303
Visiting Professor	85676	85676
Clinical Instructor	72000	85556
Visiting Assistant Professor	45000	78000
Visiting Associate Professor	74520	74520
Visiting Instructor	50500	72950

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<u>Professional Titles</u>	<u>Minimum</u>	<u>Maximum</u>
<i>Academic Assistant Titles</i>		
Academic Asst 4	95261	154250
Academic Asst 2	36019	131460
Academic Asst 3	65188	114440
Academic Asst 5	106614	106614
Academic Asst 1	62968	93979
<i>Administrative Programs/Services Titles</i>		
Admin Program Manager 3	87549	140593
Admin Program Support 4	58911	130160
Senior Admin Program Support	65981	109396
Admin Program Manager 1	65350	106840
Admin Program Support 3	52600	103051
Admin Program Manager 2	81368	100054
Admin Program Support 2	46515	93971
Admin Program Support 1	44402	69137
Technical Records Coordinator	46964	64243
<i>Admissions and Registrar Titles</i>		
Associate Admissions Director	100373	131099
Associate Registrar	100846	105610
Admissions Officer 3	58348	101749
Assistant Registrar	78942	86103
Registrar Specialist	52600	85215
Admissions Manager	65350	77701
Admissions Officer 2	52096	72103
Admissions Officer 1	55602	55602
<i>Advising Titles</i>		
Academic Advisor 2	58348	86663
Student Success Counselor	60577	79422
Career Consultant	58348	77965
Academic Advisor 1	52600	64961
<i>Arts and Curatorial Services Titles</i>		
Theater Operations Manager	108825	108825
Theater Production Specialist	53600	90079
Museum Exhibit Designer	55192	55192
Art Museum Registrar	52600	54602
Box Office Professional	42338	42338

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<i>Business Operations Titles</i>	<u>Minimum</u>	<u>Maximum</u>
Business Ops Specialist 3	69232	108491
Functional Analyst	93584	101130
Business Ops Specialist 2	60818	95079
Training & Development Coord	74301	94193
Institutional Research Spec	85753	85753
Business Ops Specialist 1	52096	79910
Institutional Resrch Analyst 1	70000	76115
Functional Specialist	65000	65000
<i>Capitol Planning & Construction Titles</i>		
Plan Dsgn Const Project S Mgr	93813	128631
Plan Dsgn Const Project Mgr	73899	116546
Build Inspec and Compl Super	109201	109201
Build Inspec and Compl Offic	75555	94615
Plan Dsgn Const Asst Proj Mgr	67481	74610
<i>Communication and Marketing Titles</i>		
Lead Graphic Designer	75458	135219
Comm and Publicity Manager	100000	124177
Media Services Associate	118974	118974
Publicity/Marketing Manager	90164	116669
Senior Public Relations Assoc	101198	111467
Media Producer 3	76050	105185
Media Producer 2	66153	100440
Publicity/Marketing Admin	58911	97767
Univ Public Relations Assoc 2	72074	96842
Senior Graphic Designer	60910	96193
Managing Editor	65981	83756
Graphic Designer	58045	83397
Publicity/Marketing Coord	52096	76442
Media Producer 1	54602	75015
Editor 2	52096	65522
Univ Public Relations Assoc 1	62246	62246
<i>Dining Services Titles</i>		
Assoc Dining Services Director	99523	99523
Dining Services Manager 3	90867	93180
Dining Services Manager 2	73899	87280
Dining Serv Area Asst Manager	52600	73251
Dining Services Manager 1	65981	71823

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<i>Educational Programs/Services Titles</i>	<u>Minimum</u>	<u>Maximum</u>
Educational Program Manager 3	88050	118234
Sen Ed Program Administrator	65981	116951
Ed Program Administrator	60062	112551
Educational Program Manager 2	74888	112004
Educational Program Manager 1	71747	101262
eLearning Developer 3	89126	89126
Lead Instructional Developer	76085	88562
Ed Program Coordinator	52096	86187
Ed Program Assistant 2	47000	82245
Instructional Developer	68590	74935
eLearning Developer 2	70000	70000
Ed Program Assistant 1	41932	69707
eLearning Developer 1	60468	60468
<i>Facilities & Athletic Management Titles</i>		
Facilities Manager 2	95000	114005
Senior Facilities Professional	78000	109910
Facilities Manager 3	95584	109052
Mngr Ath Equip and Facilities	65981	104063
Facilities Manager 1	70303	91365
Facilities Professional	69939	82806
Asst Mngr Ath Equip Facilities	50774	64129
<i>Finance Account Budget Titles</i>		
Associate Finance Director	101282	125006
Finance Manager 2	74899	122857
Lead Accountant	110483	112185
Finance Manager 1	65981	106728
Financial Analyst 2	70996	105850
Senior Accountant	97808	103964
Financial Analyst 3	98783	102230
Accountant	74258	85996
Financial Assistant 2	47025	83970
Financial Analyst 1	62700	80778
Financial Assistant 1	41531	67919
<i>Financial Aid & Student Employment Titles</i>		
Financial Aid Officer	54140	84897
Student Employment Officer	61455	61455

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Grants Contracts Titles

	<u>Minimum</u>	<u>Maximum</u>
Grants and Contracts Manager	96854	96854
Grants and Contracts Spec	58911	92829
Grants and Contracts Dvpmt Off	52815	60000
Grants and Contracts Assistant	41531	47025

Health & Safety Titles

Envir Health and Safety Mngr	97052	106837
Envir Health and Safety Spec 3	77853	101266
Envir Health and Safety Spec 2	71632	82477
Envir Health and Safety Spec 1	50998	68306

Information Technology Titles

IT Manager	111698	144103
IT Team Lead 2	93411	128001
Data Administrator 2	93292	125635
IT Team Lead 1	76899	123747
Software Developer 2	77808	122107
Network Administrator 3	114555	121129
Systems Administrator 3	116430	120994
Software Developer 3	93436	120584
Systems Administrator 2	73899	117426
IT Project Manager 2	89013	114950
Data Analyst 2	73899	114738
Computer Support Technician 2	73899	113101
Network Administrator 2	89213	107518
Applications Administrator 3	107149	107149
Audio Visual Technician 3	105854	105854
Network Construction Admin 2	78626	105715
Applications Administrator 2	73899	105328
Data Analyst 3	98154	101905

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<i>Information Technology Titles</i>	<u>Minimum</u>	<u>Maximum</u>
Information Security Analyst 3	96707	98283
Systems Administrator 1	69890	93764
Computer Support Technician 1	60000	91202
Data Analyst 1	62374	90000
Computer Support Specialist 1	48109	87165
Software Developer 1	62700	84645
Audio Visual Technician 2	76259	83577
Information Security Analyst 2	80785	80785
Applications Administrator 1	63311	80072
IT Project Business Analyst	78626	78626
IT Quality Assurance	74301	74301
Network Administrator 1	66082	73802
Network Specialist	60312	73472
Audio Visual Technician 1	63306	67458
Systems Specialist	60563	64782
Computer Support Specialist 2	59983	64000
Audio Visual Specialist	52826	62683
Applications Specialist	60563	60563
 <i>Laboratory & Research Operations Titles</i>		
Laboratory Manager	69501	106300
Machine Shop Engineer	69571	100540
Equipment Technician 2	55000	97103
Technical Operations Manager	77330	93041
Animal Care Manager	77957	77957
Laboratory Technician 3	58911	77755
Laboratory Technician 2	52096	70072
Laboratory Assistant	42338	65981
Animal Care Specialist	50313	63804
Laboratory Technician 1	46964	50000
 <i>Library Titles</i>		
Librarian 4 - Manager	90362	149332
Librarian 4	91976	134641
Librarian 3 - Manager	76348	117114
Librarian 3	73899	115035
Library Assistant 3 - Manager	114454	114454
Librarian 2	65350	91458
Library Assistant 3	74258	88740
Library Assistant 2	52600	87228
Librarian 1	63338	64430
Library Assistant 1	47025	49142

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<i>Procurement Titles</i>	<u>Minimum</u>	<u>Maximum</u>
Procurement Specialist	85000	104969
Procurement Analyst 2	67925	91547
Procurement Analyst 1	56000	67816
<i>Remaining Professional Titles</i>		
Asst Director	112000	183775
Assoc Dean of Students	120775	120775
U Ed Asst 1	74003	118527
U Technician 2	97014	97014
U Ed Asst 2	60705	85000
U Technician 1	71720	76772
U Ed Asst 3	43500	67000
<i>Residential Life Titles</i>		
Residence Hall Director	52096	54992
Housing Coordinator	52600	54888
<i>Specialist Titles</i>		
Head Coach (Specialist IVA)	177044	400000
Head Coach (Specialist IIA)	65410	337652
Specialist IA	39330	330215
Asst Coach (Specialist IIA)	133904	327608
Specialist IIA	83600	327608
Asst Coach (Specialist IA)	45000	250000
Head Trainer (Specialist IVA)	139343	139343
Head Coach (Specialist IIIA)	73850	125334
SPECIALIST IVA	125000	125000
Asst Trainer (Specialist IA)	48206	87846
<i>Student Health Titles</i>		
Physician	145736	270394
Ad Practice Registered Nurse	107224	129171
Pharm and Ancillary Serv Mngr	109560	109560
Psychologist	84767	107483
Student Clinical MHS Manager	94172	98283
Nurse Clinical Coordinator	80810	94689
Social Worker	81975	94333
Nurse	68500	68500
Clinical Phlebotomist	54098	54098

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<i>Student Programing Coordinator Titles</i>	<u>Minimum</u>	<u>Maximum</u>
Student Services Prog Mngr 3	82767	149329
Student Services Prog Mngr 2	73899	121678
Sign Language Interpreter	87780	93564
Sr Student Services Prog Admin	65981	92702
Student Services Program Admin	58911	92504
Student Services Prog Mngr 1	66226	85258
Student Services Prog Coord	52096	83765
Student Services Prog Assist 2	46515	65930
Student Services Prog Assist 1	52550	63663
<i>USP 2 Titles</i>		
U Staff Professional 2	80000	126000
<i>USP 3 Titles</i>		
U Staff Professional 3	90915	235125
U Staff Prof III & Director	127354	186523
U Staff Prof III & Assoc Dir	109675	129765
U Staff Prof III & Asst Dean	115750	115750
<i>USP All Other Titles</i>		
U Staff Prof IV & Director	135000	250872
U Staff Professional 4	150000	213186
U Staff Professional 5	174128	174128
U Staff Professional 1	51800	160000
U Staff Prof IV & Assoc Dean	127217	127217
<i>Durational Titles</i>		
Research Scientist	70000	179229
Assoc Research Scientist	71097	81723
Visiting Asst Ext Educator	59935	62600
Research Assoc 3	83955	131250
Research Assoc 1 & Director	127485	127485
Research Assoc 1	52820	88830
Research Assoc 2	66025	84000
Research Asst 3	52511	110250
Research Asst 2	40000	88361
Research Asst 1	34000	71527

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	<u>Minimum</u>	<u>Maximum</u>	<u>Salary Group</u>	<u>Pay Plan</u>
Secretarial/Clerical Titles				
Administrative Assistant	57777	74767	19	CL
Claims Examiner	50050	65449	16	CL
Secretary 2	50050	65449	16	CL
Payroll Clerk	50050	65449	16	CL
Telecomm Dispatcher	47779	62656	15	CL
Secretary 1	45725	59999	14	CL
Office Assistant	43815	57486	13	CL
Secretary 2	41806	54668	16	CT
Clerk Typist	37955	49658	10	CL
Clerk Typist	32814	41479	10	CT
Technical/Paraprofessional Titles				
University Research Technician 2	56493	72633	19	TC
Extension Program Educational Liaison	45255	57732	14	SH
Qualified Craft Worker Titles				
Qualified Craft Worker Automotive	57504	74151	18	FM
Qualified Craft Worker Utility	53912	69515	18	TC
Qualified Craft Worker Electrician	53912	69515	18	TC
Qualified Craft Worker HVAC	53912	69515	18	TC
Qualified Craft Worker Plumber	53912	69515	18	TC
Qualified Craft Worker Automotive	53912	69515	18	TC
Qualified Craft Worker Locksmith	53912	69515	18	TC
University Arborist	53912	69515	18	TC
Qualified Craft Worker Roofing	51384	66519	17	TC
Qualified Craft Worker Carpenter	51384	66519	17	TC
Qualified Craft Worker Glazer	51384	66519	17	TC
Qualified Craft Worker Mason	51384	66519	17	TC
Qualified Craft Worker Painter	51384	66519	17	TC
Qualified Craft Worker Sign Making	51384	66519	17	TC
Qualified Craft Worker Intern	47715	62311	14	FM
Qualified Craft Worker Intern	44731	58416	14	TC
Service/Maintenance Titles				
PowerPlantSupv	90216	116802	28	FM
MaintSupv2(Elecl)	69940	91320	24	TC
MaintSupv2(HVACR)	69940	91320	24	TC
MaintSupv2(Plmn&Stmfr)	69940	91320	24	TC
Mt Sup 2 (Utilities)	69940	91320	24	TC
MaintSupv1(HVACR)	68088	89045	22	FM
MaintSupv2(Auto)	68088	89045	22	FM

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Service/Maintenance Titles			<u>Salary</u>	
	<u>Minimum</u>	<u>Maximum</u>	<u>Group</u>	<u>Pay Plan</u>
PowerPlantOper2	68088	89045	22	FM
LdPowerPlantOper	66310	84647	21	FM
WtrPollCtrlOp3	66310	84647	21	FM
MaintSupv1(Elecl)	63832	83479	22	TC
MaintSupv1(HVACR)	63832	83479	22	TC
MaintSupv1(Plmn&Stmfr)	63832	83479	22	TC
MaintSupv2(Carpy)	63832	83479	22	TC
MaintSupv2(Genl)	63832	83479	22	TC
MaintSupv2(Plmn&Stmfr)	63832	83479	22	TC
Mt Sup 1 (Utilities)	63832	83479	22	TC
MaintSupv1(Auto)	63259	81007	20	FM
PowerPlantOper1	63259	81007	20	FM
WtrPollCntrlTech	63259	81007	20	FM
ResVesselCapt	62166	79355	21	TC
MaintSupv1(Genl)	59305	75943	20	TC
MaintSupv1(Grnd)	59305	75943	20	TC
MaintSupv1(Lock)	59305	75943	20	TC
MaintSupv1(Pntg)	59305	75943	20	TC
WtrPollCntrlOpMechanic	57504	74151	18	FM
MailServicesSupervisor2	56493	72633	19	TC
PowerDistrElectrician	56493	72633	19	TC
BuildingSuperintendent1	53912	69515	18	TC
GeneralTradesWorker	53912	69515	18	TC
MaterialStorageSupervisor2	53912	69515	18	TC
ResearchVesselEngineer	53912	69515	18	TC
Agricultural Worker 2	51384	66519	15	TC
GeneralTradesWorker	51384	66519	17	TC
PowerPlantOperTrainee	49923	65033	15	FM
MasterGardener	49023	63658	16	TC
MaterialStorageSupervisor1	49023	63658	16	TC
MaterialStorageSpec	47715	62311	14	FM
DuplicatingTechnician2	44731	58416	14	TC
LeadMailHandler	44731	58416	14	TC
MaterialStorageSpec	44731	58416	14	TC
SkilledMaintainer	44731	58416	14	TC
SupervisingCustodian	44731	58416	14	TC
AnimalCareTechnician	42778	56000	13	TC
Cook	42778	56000	13	TC
DuplicatingTechnician1	40619	51688	12	TC
Storekeeper	40619	51688	12	TC
LeadCustodian	39472	49986	11	TC
MailHandler	39472	49986	11	TC
Custodian	37335	46654	9	TC
Maintainer	37335	46654	9	TC

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October 1, 2019 - November 30, 2020

Protective Services	<u>Minimum</u>	<u>Maximum</u>	<u>Salary</u>	<u>Group</u>	<u>Pay Plan</u>
Police Captain (Uncl)	87381	117459	21	PS	
Police Lieutenant (Uncl)	82393	109330	19	PS	
University Fire Captain	78492	104413	18	PS	
Police Master Sergeant (Uncl)	71325	95270	16	PS	
Fire Lieutenant	68053	90985	15	PS	
Police Sergeant (Uncl)	64977	86961	14	PS	
Fire Inspector	63243	82597	13	PS	
Firefighter	63243	82597	13	PS	
Detective (Uncl)	63243	82597	13	PS	
Police Officer (Uncl)	63243	82597	13	PS	
Police Officer (Uncl)	57354	75468	11	PS	
UConn Dispatcher	52497	68414	9	PX	
Protective Services Trainee Police (Uncl)	45112	60400	6	PS	
UConn Dispatcher Trainee	43092	57828	5	PS	
Protective Services Trainee Police (Uncl)	43092	57828	5	PS	
Building Grounds Patrol Officer	43092	57828	5	PS	

ARTICLE 1

RECOGNITION

The Board of Trustees recognizes the University of Connecticut Chapter of the American Association of University Professors as the exclusive bargaining representative of members of the staff who are employed one-half time or more and who hold the following titles: University Professor, Professor, Associate Professor, Assistant Professor, Instructor, Assistant Instructor, Lecturer, Professor in Residence, Associate Professor in Residence, Assistant Professor in Residence, Instructor in Residence, Research Professor, Assistant Research Professor, Associate Research Professor, Academic Assistants I, II, III, IV, V, Research Associate I, II, III, Research Assistant I, II, III, Extension Professor, Clinical Professor, Senior Cooperative Extension Educator, Senior Cooperative Extension Educator In Residence, Associate Extension Professor, Associate Clinical Professor, Cooperative Extension Educator, Cooperative Extension Educator In Residence, Assistant Extension Professor, Assistant Clinical Professor, Associate Cooperative Extension Educator, Associate Cooperative Extension Educator In Residence, Extension Instructor, Clinical Instructor, Assistant Cooperative Extension Educator, Assistant Cooperative Extension Educator In Residence, Associate Research Scientist, Associate Research Scholar, Research Scientist, Research Scholar, Senior Research Scientist, Senior Research Scholar, Specialist I, II, III, IV, Adjunct Faculty, teaching courses for credit unless otherwise excluded, Facilities Scientist I, II, III, IV, V, Coach and Trainer excluding those classifications and titles listed below under EXCLUSIONS and all other supervisory, confidential, and managerial employees as defined in the Connecticut General Statutes Chapter 68 Section 5-270 (e) through Section 5-270 (g) for the purpose of negotiating with respect to wages, hours and other conditions of employment. Hereinafter for the purposes of collective bargaining, staff holding the above titles who are not excluded pursuant to the following paragraph are referred to as "faculty," or "members," or "members of the bargaining unit."

Collective Bargaining Agreement between The University of Connecticut Board of Trustees And The University of Connecticut Chapter of the American Association of University Professors July 1, 2017 - June 30, 2021

Promotion, Tenure & Reappointment (PTR) Procedures

Introduction

The following Promotion, Tenure and Reappointment (PTR) procedures have been adopted by the faculties of the University of Connecticut (except those of the School of Medicine and the School of Dental Medicine) under the authority of the Laws and By-Laws of the University of Connecticut, Article XIV. These procedures should be followed insofar as possible by all departments. If a school/college does not have departments, it should follow procedures bearing as much similarity to these as is reasonable. Each school/college and department may adopt and publish on their website additional criteria and policies that are consistent with the PTR policies and procedures presented here

Rights of the Faculty Member

Access: In accordance with Article 12 of the AAUP Collective Bargaining Agreement and consistent with Connecticut Freedom of Information statutes, in the presence of a staff member, and at a time convenient to both parties, the faculty member shall have access to his/her full PTR file at all levels, including all internal and external letters. The only others who shall have access to the PTR file are (1) administrators and faculty members on official business and (2) AAUP representatives with the consent of the faculty member. A faculty member may at any time obtain a copy of material in the files. If requested, copies shall be authenticated by an appropriate administrator. In addition, the PTR file shall not include any anonymous material.

Appeal: If a faculty member has reason to believe that he or she has been denied any of the protections provided for or has suffered through any failure to observe these procedures, the faculty member may seek redress through the grievance procedure described in the Laws and By-Laws of the University of Connecticut, Article XIV.

The deadline for submitting PTR dossiers to the Provost's Office is: November 30, 2020.

The Faculty Member:

It is the responsibility of the faculty member wishing to be considered for promotion, tenure, and/or reappointment to complete the PTR form and submit this to the Department Head along with any supporting documentation he or she chooses to include or as may be required by the school/college and departmental procedures. These documents become the faculty member's dossier. The faculty member's PTR File consists of his or her dossier plus all other written materials accumulated as part of the PTR process.

- Shall provide to the Department Head a list of individuals with contact information who may serve as potential external references following the procedures detailed in Section IV;
- May add supplemental information to his or her PTR File at any time. Such information must be dated. No materials may be removed from a PTR File.

The Department Head:

- Department Heads are expected to meet with each first year candidate to discuss appropriate goals, responsibilities, and expectations for the first year;
- shall annually appraise the performance and potential for teaching, scholarship and/or creative accomplishments, and service of each faculty member eligible for promotion, tenure, and reappointment in his or her department;
- shall include for consideration for promotion and/or tenure all those who request in writing that they be considered;
- shall obtain and provide to the Departmental PTR Advisory Committee external letters of reference for each faculty member being considered for promotion and/or tenure following the procedures detailed in Section IV;
- shall obtain information requested from sources as the Dean of the Graduate School, Directors of the regional campuses, and Directors of pertinent centers and institutes, and shall make this information available to the Committee;
- shall follow prescribed procedures (see next section).

The Departmental PTR Advisory Committee:

Each department shall have a Departmental PTR Advisory Committee selected according to a method approved by a majority of the Departmentally determined eligible faculty voting members. This Committee:

- shall advise the Department Head on promotion, tenure, and reappointment;
- shall review the faculty member's PTR File and appraise the performance and potential for teaching, scholarship and/or creative accomplishments, and service of the individual under consideration, basing its evaluations on the criteria listed in the *By-Laws of the University of Connecticut, Article XIV (revised August, 5, 2015)*. This evaluation should take into account the assignments of the individual;
- shall advise the Department Head by making a formal recommendation by vote and summarizing its evaluation and vote in a written report;
- shall follow prescribed procedures (see next section).

The Dean:

- shall review the PTR file received under these procedures and such other pertinent information as he or she may require;
- shall base his or her recommendations, insofar as possible, upon a uniform application throughout the school/college appraisal criteria;
- shall include a written assessment of the faculty member's strengths and weaknesses in teaching, scholarship and/or creative accomplishments, and service;
- shall follow prescribed procedures (see next section).

The School/College Dean's Advisory Council Structure:

Each school/college shall have a Dean's Advisory Council on PTR composed of faculty members of the school/college selected by a method approved by the faculty in accordance with the following criteria:

- membership on the Council should be selected from tenured faculty who have been at the University of Connecticut for at least two years;
- those eligible to elect Council members should be department, or school/college members who hold tenure track appointments or planned continuing appointments;
- Department Heads should not serve as Council members;
- terms of Council members ordinarily should not exceed three years with staggering of terms to provide continuity;
- turnover of Council membership should be encouraged through restrictions on consecutive terms;
- an individual may vote at only one level (either at the department or the school/college level) on any faculty member under consideration.

The Dean's Advisory Council:

- shall review the faculty member's PTR File and appraise the performance and potential for teaching, scholarship and/or creative accomplishments, and service of the individual under consideration.
- shall advise the Dean and record a formal vote;
- shall follow prescribed procedures (see next section).

The Provost:

- shall review the material received under these procedures and such other pertinent information as he or she may require;
- shall assure, insofar as possible, that recommendations are based upon uniform application throughout the schools/colleges of appraisal criteria;

- shall follow prescribed procedures (see next section).

The Faculty Review Board:

The University shall have a [Faculty Review Board](#) to consider specific cases on promotion, tenure, and reappointment. The Faculty Review Board is composed of six non-administrative, tenured professors elected by the University Senate.

- shall consider the cases referred to it by the Provost under the procedures described below in Section II;
- shall review all the material received by the Provost, and may supplement this information with additional opinions;
- shall follow prescribed procedures (see next section).

II. PROCEDURES

The Provost will determine specific timelines annually in accordance with the date of presentation to the Board of Trustees. Before the start of the PTR cycle, the Provost will publish the timelines for that year and will make available the PTR form and guidelines approved by the University Senate. The Provost will identify the names of the individuals that will be participating in the Provost level PTR process.

1. It is the responsibility of the faculty member wishing to be considered for promotion, tenure, and/or reappointment to complete the PTR form and submit this to the Department Head along with any supporting documentation he or she chooses to include or as may be required by the school/college and departmental procedures. These documents become the faculty member's dossier. The faculty member's PTR File consists of his or her dossier plus all other written materials accumulated as part of the PTR process. Supplemental information can be added to the PTR File by the faculty member at any time. Such information must be dated. No materials may be removed from a PTR File.
2. The faculty member may request withdrawal from consideration for promotion in writing at any stage in the process.
3. The Departmental PTR Advisory Committee shall receive from the Department Head the dossiers of all faculty members to be considered for promotion, tenure and/or reappointment.
4. The Department Head shall collect pertinent information from such sources as the Dean of the Graduate School, Directors of regional campuses, Directors of centers and institutes, and other qualified individuals, and shall make this information available to the Departmental PTR Advisory Committee.
5. As part of its review, the Departmental PTR Advisory Committee (the Committee) shall provide to the faculty member and to members of the

- Department who so desire an opportunity either to appear before the Committee or to submit written statements to the Committee.
6. The Committee, after its review, shall provide the faculty member with an opportunity to appear in person to discuss substantive negative findings.
 7. The Committee shall report its recommendations and appraisals with supporting evidence in writing to the Department Head. If the Committee's recommendation is not unanimous, its report shall include the dissenting opinions with supporting data. Rather than using words such as "unanimously" or "by majority," votes should be indicated numerically along with a key in the form: 6-1-2-1 (Yes, No, Abstain, Absent). Any Committee member with a [conflict of interest](#) should recuse himself/herself prior to the vote. Any deviations for this should be explained in writing within the Committee's report.
 8. The Department Head, after his or her review, shall provide the faculty member with an opportunity to appear in person to discuss substantive negative findings.
 9. The Department Head shall discuss his or her recommendation with the Committee.
 10. The Department Head shall inform the faculty member of the recommendations by the Department Head and by the Committee, including the substance of any dissenting opinions. Reasons for a negative recommendation shall be in writing if either the Department Head or the faculty member so wishes.
 11. The Department Head shall transmit to the Dean in writing his or her recommendations for promotion, tenure and/or reappointment, together with those of the Committee, the supporting data, and dissenting opinions. When neither the Committee nor the Head recommends promotion, no recommendation need be transmitted to the Dean unless specifically requested by the faculty member or the Dean.
 12. If either the Department Head or the Committee makes a negative recommendation to the Dean, the faculty member may submit to the Dean a written statement presenting his or her case for consideration by the Dean and the Dean's Advisory Council. The faculty member must submit this statement to the Dean within one week after being informed in writing of the recommendation by the Department Head.
 13. The Dean's Advisory Council (the Council) shall receive from the Dean and review the recommendations and supporting materials received from the Department Head.
 14. The Council shall provide an opportunity for the faculty member to appear in person to discuss any substantive negative findings. The candidate may ask either the Department Head or Departmental PTR Advisory Committee chair to appear with the candidate before the Dean's Advisory Council.
 15. The final recommendation of the Council will be forwarded in writing to the Dean. Rather than using words such as "unanimously" or "by majority," votes should be indicated numerically along with a key in the form: 6-1-2-1 (Yes, No, Abstain, Absent). Any Council member with a [conflict of interest](#) should recuse himself/herself prior to the vote. Any deviations for this should be explained in writing within the Council's report.

16. If, after review, the Dean is inclined toward a negative finding, he or she shall explicitly notify the candidate and then provide an opportunity for the faculty member to appear in person to discuss any substantive negative findings within a reasonable timeframe.
17. If the Dean anticipates that he or she may be making a recommendation contrary to that of the Department Head, the Dean shall provide an opportunity for the Head and the Departmental PTR Advisory Committee to review and supplement their original recommendations.
18. The Dean shall inform the Department Head and the faculty member of the recommendations by the Dean's Advisory Council and the Dean. If either the faculty member or the Dean so wishes, reasons for a negative recommendation shall be in writing.
19. The Dean shall transmit to the Provost in writing his or her recommendations and those of the Dean's Advisory Council, the Department Head, and the Departmental PTR Advisory Committee, together with any dissenting opinions. When recommendations differ, the Dean must include a statement explaining his or her recommendation.
20. Positive recommendations by the Dean for faculty in their first and second year of full, six-year probationary appointments will be forwarded to the Board of Trustees with no further review.
21. The Provost, Dean, and Department Head shall meet to review any PTR cases selected by the Provost. These may include those where there has been a lack of unanimity or in which the Provost's recommendation may differ from that of the Dean or Department Head. In these cases, opportunity shall be provided to the Department Head and Dean to review and supplement the original recommendation.
22. The Provost, after his or her review, shall provide the faculty member with an opportunity to appear in person to discuss substantive negative findings and ask if the faculty member wants the case referred to the Faculty Review Board.
23. The Provost shall refer to the Faculty Review Board for its consideration:
 - o those cases whose referral was requested by a faculty member or Department Head;
 - o those cases where following a discussion the Provost's recommendations still differs from that of a Dean;
 - o other cases that the Provost wishes to refer.
24. The Faculty Review Board shall provide the faculty member with an opportunity to discuss the case. The Faculty Review Board shall discuss each case with the Provost.
25. For each case, the Faculty Review Board shall submit a written recommendation to the Provost and shall inform the faculty member in writing of its recommendation, together with reasons for it.
26. If the Provost makes a negative recommendation, the reasons shall be in writing if the faculty member so requests.
27. The Provost shall make recommendations to the President for the granting of promotion and/or tenure by the Board of Trustees no later than the last spring semester meeting of the Board. In the case of reappointment, action will be taken by the President, who will inform the Board of Trustees of his or

her decisions (per the [Laws and By-Laws of the University of Connecticut, Article II](#)).

28. Per the [Laws and By-Laws of the University of Connecticut, Article XIV](#), at the end of the sequence of peer reviews (including the Faculty Review Board), a faculty member may appeal a negative decision by the Provost to the Committee of Three.

Updated: August 2018

Human Resources

PROSPECTIVE EMPLOYEES ▾

NEW & CURRENT EMPLOYEES ▾

MANAGERS & SUPERVISORS ▾

ABOUT US

Faculty Titles Dictionary (AAUP)

AAUP CLASSIFICATION AND COMPENSATION

- Faculty Titles Dictionary

- **AAUP Faculty Minima**

The AAUP faculty minima for the upcoming academic year, 2020-2021 is as follows:

- Assistant Professor - \$45,000
- Associate Professor - \$63,501
- Professor - \$85,676

ARTICLE 25
MERIT

Merit is for the recognition of noteworthy contributions to one's department, school, campus or college, the University and or professional discipline through the traditional avenues of teaching, research and service. It is also the most consistent means for moving beyond the cost-of-living increase traditionally recognized through the satisfactory performance increase provision. It is recognized that conditions vary within and among departments in terms of individual expectations, and it is agreed that awards at the various levels are designed to recognize individual achievement.

25.1 This article does NOT refer to Research Assistants or Research Associates paid from grant funds or contracts.

25.2 The merit pool shall be distributed according to the procedures outlined below:

A. The Provost shall establish a contingency fund and shall distribute the remainder of the merit pool at his/her discretion among the Deans of the schools and colleges.

B. The Dean of a school or college shall establish a contingency fund from the merit pool allotted to his/her school or college by the Provost. The remainder of the merit pool, excluding an amount for department heads' merit, shall be distributed at the discretion of the Dean among the departments. The Dean shall reserve an amount from the departments' merit pool equal to the merit associated with the department heads' payroll. Prior to the beginning of the academic year, the Dean will publish his/her merit criteria to faculty and for Department Heads within his/her school.

C. The total amount of the contingency funds of both the Provost and the Deans shall not exceed 30% of the merit pool.

D. Consistent with the procedures outlined in Article 30, in departmentalized schools each department may establish, by a majority vote, the criteria and also may establish priorities or the appropriate weighting of such criteria, that will be used to determine the departmental merit recommendations. In non-departmentalized schools equivalent arrangements shall be established by Deans and faculty members. By means of a procedure approved by a majority of the faculty, departments (and their equivalents in non-departmentalized schools) may establish advisory committees for making recommendations for merit awards to the Department Head. Such committees may also present merit evaluations without mention of a dollar amount to the Dean for his/her consideration in determining the Department Head's merit award. In the event a department decides to permit the Department Head to establish the criteria and the appropriate weighting for merit recommendations, the Department Head shall inform all faculty members in writing of such criteria no later than two months prior to the commencement of the academic year for which merit recommendations will be made.

E. Department Heads shall take departmental committee recommendations into consideration when making their own merit recommendations. In concert with the PTR requirements identified in the By-Laws, merit criteria shall include instructional, scholarly, service, and outreach excellence as appropriate.

F. On forms provided by the Provost, Department Heads shall forward their merit recommendations for members of their departments, other than themselves, along with recommendations of the advisory committee, to the Dean of the school or college. If a merit award is recommended, it shall be no less than \$500.

G. A bargaining unit member may request from his/her Department Head information regarding his/her departmental merit recommendation(s) at any time after such information is transmitted to the Dean.

H. Department Heads shall inform each member of the department of his/her merit recommendation at the same time such recommendation is submitted to the Dean of the appropriate school or college. A faculty member has fourteen (14) calendar days from the time of the Department Head's submission to the Dean to discuss the Department Head's recommendation with the Dean.

I. The Dean shall review the recommendations of the Department Head and the departmental advisory committee. The Dean shall forward his/her own recommendations to the Provost together with the recommendations of the Department Head and the departmental advisory committee, if any.

J. Within two weeks of making his/her recommendations to the Provost, the office of the Dean shall compile and make available to the departments an abstract of merit awards. Such an abstract will give the number of people receiving a given range of award within the school and/or no award.

K. Departments and interdisciplinary units employing jointly appointed faculty shall agree upon a merit process for such faculty. The tenure home department may administer the merit award process and use its own merit criteria. The department will treat contributions towards interdisciplinary scholarship and creative work, the teaching of courses for the tenure home and interdisciplinary unit, and service to the department and interdisciplinary unit according to criteria determined by the department and interdisciplinary unit. The Directors of Institutes and other interdisciplinary units shall advise the tenure home department and department heads of the faculty member's performance in his/her interdisciplinary field, including the significance of the faculty member's publications within interdisciplinary fields. A designee of the Provost shall establish merit procedures for Institute and Center Directors, and notify them of said procedures at the time of appointment.

25.3 The University will provide UConn-AAUP a list of merit awards by fund and by individual on or before October 1.

25.4 Merit awards shall be communicated to the bargaining unit member via the University email system no later than August 15 of the relevant fiscal year.

25.5 Judgments and decisions of the Provost which result in decrease of more than 35% in the Department Head's recommendations are subject to the grievance procedure described below only where there is evidence alleging that the decrease was arbitrary or capricious.

25.6 Merit Grievance Panel

For the purpose of hearing merit grievances, an internal merit grievance panel shall be convened made up of one member of the administration chosen by the Provost, one member of the bargaining unit chosen by UConn-AAUP, and a neutral party chosen by the first two individuals. The panel may either uphold or dismiss the grievance. In a case where the panel upholds the grievance, it shall recommend an appropriate merit award; however, in no case shall the panel award more than the Department Head had originally proposed. The decision of the panel is final and is not grievable or arbitrable. Grievances on merit must be presented to the administrator in charge of collective bargaining within fourteen (14) calendar days of the receipt of the Provost's letter notifying the employee of his/her merit awards.

Collective Bargaining Agreement between The University of Connecticut Board of Trustees and The University of Connecticut Chapter of the American Association of University Professors July 1, 2017 - June 30, 2021