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## ARTICLE \_\_ PROJECT SCIENTIST SERIES

### A. DEFINITION

Appointees in this series must have earned a doctorate or its equivalent. The Chancellor, or their designee, may grant an exception to this requirement. Titles in the Project Scientist series are assigned to those appointees who make significant and creative contributions to a research or creative project in any academic discipline. Appointees in this series may be ongoing members of a research team or may be employed for a limited period of time to contribute high-level skills to a specific research or creative program. Appointees in this series are not required to carry out independent research or to develop an independent research reputation, nor do they have teaching responsibilities. Demonstrated capacity for fully independent research or research leadership as required in the Professional Researcher series are not required in this series. However, a broad range of knowledge and competency and a higher level of independence than appointees in the Specialist series are expected.

### B. RANKS AND STEPS

1. General Conditions

a. The following ranks and steps apply to the Project Scientist series:

- i. Assistant Project Scientist I-VI
- ii. Associate Project Scientist I-V
- iii. Project Scientist I-IX (for purposes of this Article, referred to as "Full")

b. At the Davis campus ~~only~~, each step has a corresponding half-step (e.g., Associate Project Scientist Step I, I.5, II, II.5, etc.). Provisions in this section pertaining to normative time at each step and to overlapping steps also apply to the applicable half-steps at the Davis campus.

c. **A Project Scientist with an off-scale salary rate is considered to be at the pay step closest to their salary rate for the purposes of this article.**

d. **Nothing in this shall preclude the University from providing a Project Scientist compensation above minimums required by this agreement.**

2. Normative Time at Each Step

The normal time at each step within the Assistant and Associate rank is 2 years, with these exceptions: Time at the steps of Associate Project Scientist IV and V is 3 years. Within the Full Project Scientist rank, normal time at Steps I-IV is 3 years. Time at Full Project Scientist Step V and above may be for an indefinite time.

**A Project Scientist with an effective date of appointment in the period July 1 through January 1 will receive service credit for one year at rank and step. A Project Scientist with an effective date of appointment in the period January 2 through June 30 will not receive service credit for that year.**

3. Overlapping Steps

- a. Assistant Step V and Associate Step I are overlapping steps. Assistant Step VI and Associate Step II are overlapping steps. Associate Step IV and Full Step I are overlapping steps. Associate Step V and Full Step II are overlapping steps. Time at the lower ranked step in a pair of overlapping steps may be in lieu of time at the higher ranked step in the same pair.
- b. When time at an Assistant ranked step in a pair of overlapping steps is followed by time at the Associate ranked step in the same pair, the combined time at both steps may be two years. When time at an Associate ranked step in a pair of overlapping steps is followed by time at the Full ranked Step in the same pair, the combined time at both steps may be three years.
- c. Locations may, in accordance with local campus practices, limit the use of Assistant rank, Steps V and VI and Associate rank, Steps IV and V.

**C. TERM OF APPOINTMENT**

1. An appointment in the Project Scientist series shall **normally** have a specified ending date and appointment percentage, ~~and the appointment shall terminate on the specified ending date without any further action.~~ **When there is a reasonable expectation of long-term funding, the Chancellor, by exception, may make an appointment in the Associate Project (e.g., Scientist) and Project (e.g., Scientist) title with no specific ending date.**
2. **A Project Scientist appointment will normally be a 100%, full-time appointment. Upon written request of the appointee and written concurrence of the supervisor, the University may grant an exception to the full time appointment expectation when the appointee is unable to make a full-time commitment for reasons of health, family responsibilities, or employment external to the University. Such a request must take into account extramural funding agency requirements, if any. An exception to full time may be granted for a range of one month to up to the end of the appointment.**
3. **When the University reduces an appointment as described in §B.2., above, the supervisor and Project Scientist shall sign a written agreement specifying the**

reduction in hours of work and concomitant responsibilities.

4. When a Project Scientist simultaneously holds a University teaching appointment or other University position, the percent time of the Project Scientist appointment normally will be reduced so that the sum of the percent times of the two appointments equals one-hundred percent (100%).
5. A Project Scientist shall be appointed or reappointed, at a minimum, for a duration equal to the normative time of their pay step. The end date of a Project Scientist appointment will normally coincide with June 30, and a Project Scientist reappointment start date will normally coincide with July 1.
6. A Project Scientist shall be initially appointed, at a minimum, to a pay rate commensurate with their prior experience:
  - a. An appointee with 0 - 23 months post-Ph.D. (or equivalent) research experience shall be appointed to at least the Assistant Project Scientist Step I pay rate.
  - b. An appointee with 24 - 35 months post-Ph.D. (or equivalent) research experience shall be appointed to at least the Assistant Project Scientist Step II pay rate.
  - c. An appointee with 36 - 59 months post-Ph.D. (or equivalent) research experience shall be appointed to at least the Assistant Project Scientist Step III pay rate.
  - d. An appointee with 60 or more months post-Ph.D. (or equivalent) research experience shall be appointed to at least the Assistant Project Scientist Step IV pay rate.
7. The University may, upon review, decide not to renew a Project Scientist's appointment when the programmatic needs of the department or unit, lack of work, the availability of suitable funding for the position, or the appointee's conduct or performance do not justify renewal of the appointment.
  - a. The University shall provide a written Notice of Intent not to reappoint an Academic Researcher at least sixty (60) days prior to the appointment's specified ending date. Either the appointment shall be extended to provide the required notice, or appropriate pay in lieu of notice shall be given. The University shall provide a simultaneous copy to the Union. The Notice shall state:
    - i. the intended action is not to reappoint the appointee and the proposed effective date;
    - ii. the basis for non-reappointment, including a copy of any materials supporting the decision not to reappoint;
    - iii. the appointee's right to respond either orally or in writing within fourteen (14) calendar days of the date of issuance of the written Notice of Intent; and
    - iv. the name of the person to whom the appointee should respond.

- b. The Academic Researcher who receives a written Notice of Intent shall be entitled to respond, either orally or in writing, within fourteen (14) calendar days of the date of issuance of the written Notice of Intent. The response, if any, shall be reviewed by the administration.
  - c. If the University decides not to reappoint an Academic Researcher who holds a term appointment, following the review of a timely response, if any, from the Academic Researcher, and within thirty (30) calendar days of the date of issuance of the written Notice of Intent, the University shall issue a written Notice of Action to the Academic Researcher and the Union of the non-reappointment and its effective date.
8. For campuses that adopt an eight-year limitation of service, sService as a 50% or more Assistant Project Scientist is limited to eight years of service (with the 8<sup>th</sup> year being the terminal year). Six months or more of service within any fiscal year as an Assistant ~~Project Scientist~~Researcher counts towards the eight year limit.
  9. Project Scientists may have Principal Investigator status with campus approval. Campuses shall maintain and make available guidelines and procedures for approving PI status.

#### D. MERIT AND PROMOTION REVIEW PROCESS

1. General Conditions
  - a. When Project Scientists are eligible for merit increases and promotions, such increases and promotions are based on academic attainment, experience, and performance, and are not automatic.
  - b. The effective date of merit increases and promotions as a result of the review process will ~~normally~~ be no later than July 1.
  - c. A Project Scientist at any pay step less than Full Project Scientist Step IV shall receive a merit increase of at least one (1) full pay-step, or promotion to the next rank, upon reaching the end of normative time at their current pay step. A Project Scientist may receive a greater than one full pay-step merit increase or promotion based upon their review.
  - d. Project Scientists eligible for review shall receive written notification no later than August 1 of the fiscal year (which runs July 1 - June 30) in which they are eligible. This notification shall include:
    1. A list of materials the Project Scientist is responsible for providing and how they should be submitted;
    2. The date by which the Project Scientist must submit all required materials;
    3. A statement that merit increases and/or promotions are effective no later than July 1;
    4. Links to the applicable collective bargaining agreement article(s)

- and campus guidelines and procedures for merits and promotions;**
5. **A statement that a Project Scientist may request relevant department (or other applicable hiring unit) policies, and;**
  6. **A statement that the Project Scientist may contact the campus Academic Personnel Office, their Department Chair, or Chair's Designee if they have questions about the review process.**
- e. **An Academic Researcher may request an extension of review deadlines due to leave of absence taken under Article \_\_\_\_ - Leaves of Absence or Article \_\_\_\_ - Work-Incurred Injury or Illness. Such requests shall not be unreasonably denied.**
- f. Consistent with this Agreement, decisions to grant or not grant a merit increase or promotion to individual Project Scientists are **made by the at the sole discretion of the** University. In the event a Project Scientist is not awarded a merit increase or promotion following a review, the University shall include an explanation for its decision that shall accompany the review determination.
- g. **A Project Scientist may request to view their Personnel Review File in accordance with the APM. A Project Scientist may send such requests to the campus Academic Personnel Office.**
- h. **To promote transitions to independent research, a Project Scientist shall receive a search exemption for an appointment in the Professional Researcher series if qualified and/or 50% or more of the funding for their position comes from sources on which the Project Scientist is PI or co-PI.**
- A Project Scientist shall receive a search exemption for an appointment in the Specialist or Coordinator of Public Programs series provided the appointment is in the same lab/unit or equivalent.**
- In all cases, the new appointment shall be at a pay rate no less than one pay step above the Project Scientist's current pay step.**

2. Review Period

- a. Assistant Project Scientists at all steps and Associate Project Scientists, up to Step III, shall be reviewed every two years. .
- b. Associate Project Scientists at Steps IV and V, and Full Project Scientists at Steps I-IV, shall be reviewed every three years.
- c. Full Project Scientists at Steps V and above shall be reviewed at least every five years, in accordance with local procedures.
- d. **A Project Scientist may be reviewed early for the purpose of accelerated**

**advancement. If a Project Scientist receives an accelerated merit increase or promotion of at least one (1) pay-step, then they shall also receive a reappointment with start date coinciding with the effective date of the merit increase or promotion.**

- e. **Upon written request, Aa** Project Scientists may defer their review **for reasons of their own serious illness or injury, or that of a family member., in accordance with local procedures. However,** every Project Scientist must be reviewed at least every five years.

### 3. Evaluation Criteria

- a. A candidate for merit increase or promotion in this series shall be evaluated on the basis of the following criteria:
- i. Demonstrated significant, original, and creative contributions to a research or creative program or project; and
  - ii. Professional competence and activity
- b. Project Scientists need not demonstrate the same independence or scholarly breadth as members of the Professional Research series.
- c. Service as a Principal Investigator is not required for an appointment, merit increase, or promotion in this series.
- d. In accordance with existing campus practices, a campus may require a career review at **Full** Step VI or to above-scale. This advancement will be granted on evidence of sustained and continuing excellence in scholarship or creative research achievement involving great academic distinction recognized nationally or internationally. Advancements to Full Steps VII through IX will only be granted on evidence of continuing achievement at the level required for advancement to Step VI.

### 4. Merit and Promotion Guidelines and Procedures

- a. The UAW shall be provided the applicable campus merit and promotion guidelines and procedures as they exist or as they are developed.
- b. **The University shall maintain comprehensive and complete merit and promotion guidelines and procedures for each campus, including applicable timelines. Links to current campus guidelines and procedures may be found in Appendix \_\_\_ of this agreement.**
- c. **Each campus shall produce and provide to the Union by August 31 of each year a report including the outcome of each Project Scientist review. This report shall include the following information:**
- i. **the individual's name, department, job title, pay step, supervisor,**

- and employee ID;**
- ii. **the recommended action of each individual or committee in the review process, and;**
- iii. **the final determination.**
- d. The University may change campus merit and promotion guidelines and procedures according to the normal campus processes for revising such guidelines and procedures.
- i. The University shall provide to the UAW proposed changes to campus merit and promotion guidelines and procedures at least thirty (30) calendar days prior to finalization. The University will begin to apply changed guidelines and procedures to individual Project Scientists only with the beginning of the Project Scientist's merit review cycle. **The University shall meet and confer over the effects of proposed changes upon request of the UAW.**

#### **E. ANNUAL ASSESSMENTS AND PROGRESS REPORTS**

- 1. This section applies to Project Scientists at the Assistant or Associate rank.**
- 2. Within a reasonable time after the beginning of the initial appointment and annually thereafter, the supervisor, or in limited circumstances their appropriate academic designee, shall communicate the expectations they have for the Project Scientist's research.**
- 3. The supervisor shall provide the Project Scientist with at least one written evaluation per 12-month period. This Annual Evaluation is a comprehensive assessment of the Academic Researcher's research progress and achievements. The supervisor may utilize an independently developed or a pre-established form when conducting the Annual Evaluation.**

#### **E. ~~GRIEVABILITY AND ARBITRABILITY~~**

~~Academic judgment is not subject to grievance or arbitral review. As such, an arbitrator shall not have the authority to substitute their judgment for the University's judgment regarding the Project Scientist's performance or qualification, nor shall the arbitrator have the authority to order the University to provide a merit increase or promotion. If the arbitrator finds a procedural violation, the arbitrator's authority shall be limited solely to ordering the University to repeat the review from the point at which the violation occurred.~~