

## 2023-2024 President's Faculty Excellence Awards GUIDELINES

### PURPOSE

"...recognizing exceptional performance by a Faculty member which leads to the achievement of national or international recognition."

1. The President will award the total amount available during the term of the CBA and the Memorandum of Understanding dated June 29, 2023.
2. The number of awards and the total amount awarded in each year is in the sole discretion of the President.
3. The President's decision on all awards is final.

### CRITERIA

1. All tenured and tenure-track Faculty members are eligible. (Administrators who hold faculty rank are not eligible for these awards.)
2. All accomplishments while at the University shall be considered.
3. Normally, Faculty members can receive an award once in a three-year period. An additional award during a three-year period is possible; however, such an award must be based on achievements since the last award.
4. If national or international recognition is achieved before coming to KSU, the Faculty member's record since being hired at the University must justify the award.
5. Past achievements that have been recognized by a "Special Salary Adjustment" will not be considered for this award.
6. National or international recognition may be demonstrated in teaching, research and/or service.
7. All disciplines will be considered and the measures of national or international recognition will be appropriate to the discipline.

### PROCEDURE

1. The Provost requests nominations from Chairs/Directors, Deans, Faculty advisory bodies or individual Faculty members (self or others) on the form created for this purpose.
  - a. Nominations must include a discipline-specific context.
2. Colleges with Departments and Schools:
  - a. The Chair/Director consults with the FAC and makes recommendations to the Dean.  
The recommendations must include:
    - i. All nomination forms, CVs, and other materials (if any).
    - ii. A summary listing of names of all nominees, including those not recommended for an award.
    - iii. The amount recommended (if any).
  - b. College Dean consults with the CAC and makes recommendations to the Provost.  
The recommendations must include:
    - i. All materials submitted by the Department/School to the Dean.
    - ii. A summary listing of names and academic units of all nominees from the academic units, including those not recommended for an award.
    - iii. A letter from the Dean which includes the rationale for each award recommended, if any, and the recommended amount of each award.
3. Regional Campuses, Colleges without Departments or Schools and the University Libraries:
  - a. The Dean consults with the appropriate Faculty advisory body (i.e., FC or CAC) and makes recommendations to the Provost. The recommendation must include:
    - i. All nomination forms, CVs, and other materials (if any).
    - ii. A summary listing of names and academic units of all nominees, including those not recommended for an award.
    - iii. A letter from the Dean which includes the rationale for each award recommended, if any, and the recommended amount of each award.
4. The Provost recommends the final awards which are subject to the approval of the President.
  - a. Awards will be made by April 15, 2024 and added to the awardee's base salary for the 2024-2025 academic year.

## 2019 Tenure Track Collective Bargaining Agreement - ARTICLE XII Salary

### Section 3. President's Faculty Excellence Awards – General Principles.

- A. When provided for in this Agreement, the University will establish an additional salary pool for the purpose of recognizing exceptional performance by a Faculty member which leads to the achievement of national or international recognition.
- B. All Faculty members are eligible for consideration for these awards. For an initial award, all of the Faculty member's accomplishments while at the University shall be considered. Normally, Faculty members are eligible to receive an award under this Section once in any three-year period; however, an additional award in the same three-year period or in any subsequent award period would be based on additional achievements since the last award. If a Faculty member earned national or international recognition before joining the University, she/he may be considered; however, the Faculty member's record since being hired at the University must justify an award. Similarly, a Faculty member's past achievements that have been previously recognized by any special salary increase(s), (e.g., as described in Section 2 above), will not be considered for an award under this Section.
- C. Awards will be granted to Faculty members based on exceptional performance leading to the achievement of national or international recognition. National or international recognition may be demonstrated in research, teaching, and/or service. Faculty members in all disciplines will be considered and the measures of national or international recognition will be appropriate to the discipline.
- D. The President will award the total amount available in the designated pool during the time period specified in the Agreement. The number of awards per year, the amount of individual awards, and the total amount awarded in each year of the Agreement will be in the sole discretion of the President of the University and the President's decision is final.
- E. Procedures
  - 1. During each award period, the Provost shall request nominations, which may come from Department Chairs/School Directors, Deans, Faculty advisory body, or individual Faculty members. Those who are nominating colleagues (or self) for this award should provide a discipline-specific context so that reviewers of the nominations understand how to assess the achievement of "national or international recognition." A standard form for nominations will be distributed by the Provost's office and nominations will be collected by the unit administrator for each academic unit on this form.
  - 2. At Regional Campuses, in Colleges without Departments or Schools, or in the University Libraries the Dean will consult with the appropriate Faculty advisory body and make a recommendation to the Provost. This recommendation will include all nomination forms submitted, and a summary listing the names and academic units of all Faculty members nominated, whether or not the College or the Regional Campus recommended an award, and the amount recommended (if any).

3. In Colleges with Departments or Schools, the Chair/Director will consult with the FAC and make a recommendation to the Dean. This recommendation will include all nomination forms submitted, and a summary listing the names and academic units of all Faculty members nominated, whether or not the Department/School recommended an award, and the amount recommended (if any). The Dean will then consult with the CAC regarding the nominations and recommendations from the Department/School level before making a recommendation to the Provost which will include all materials provided to the Dean by the Department or School in addition to the Dean's recommendation.
4. The Provost shall make a final recommendation of the awardees which is subject to the approval of the President. President's Faculty Excellence Awards will be distributed at the beginning of the next academic year, and will become part of the Faculty member's base annual contract salary. The awards will be added to the Faculty member's salary after all other applicable salary increments have been entered.

#### **Section 5. Salaries - Academic Years 2019-2020 through 2021-2022.**

##### **A. For the Academic Year 2019-2020.**

1. *Standard increment.* For the academic year 2019-2020, each continuing member of the bargaining unit shall receive a standard increment of two and one-half percent (2.5%) of his/her base annual contract salary as it had been established for academic year 2018-2019 under the MOU of July 1, 2019.
2. *President's Faculty Excellence Awards.* In addition to the above minimum standard base increment, an additional salary pool of \$210,000 is established for academic years 2019-2020, 2020-2021 and 2021-2022 for the Kent Campus and Regional Campuses combined for President's Faculty Excellence Awards as set forth in Section 3 above. The amount awarded from the pool for academic year 2019-2020 will be in the sole discretion of the President and shall be for the purpose of recognizing documented Faculty excellence in achievement, performance, and contribution in accord with the principles set forth in Section 3 above. Any amount remaining in the pool will be available in academic years 2020-2021 and 2021-2022, as determined by the President. Awards will be made by April 15, 2020 and will be added to the faculty member's salary at the beginning of the employment contract for academic year 2020-2021 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.

##### **B. For the Academic Year 2020-2021.**

1. *Standard increment.* For the academic year 2020-2021, each continuing member of the bargaining unit shall receive a standard increment of two percent (2%) of his/her base annual contract salary as it had been established for academic year 2019-2020.
2. *President's Faculty Excellence Awards.* In addition to the above minimum standard base increment, an additional salary pool is established for both the Kent Campus and

Regional Campuses for President's Faculty Excellence Awards as set forth in Section 3 above. The amount awarded from the pool for the academic year will be in the sole discretion of the President and shall be for the purpose of recognizing documented Faculty excellence in achievement, performance, and contribution in accord with the principles set forth in Section 3 above. Any amount remaining in the pool will be available in academic year 2021-2022, as determined by the President. Awards will be made by April 15, 2021 and will be added to the faculty member's salary at the beginning of the employment contract for academic year 2021-2022 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.

3. *Merit Awards.* In addition to the above minimum standard base increment, an additional salary pool equal to two percent (2%) of the base annual contract salaries for academic year 2021-2022 of continuing members of the bargaining unit shall be established at the Kent Campus and for the Regional Campuses for the purpose of recognizing documented, meritorious Faculty performance in accord with the principles set forth in Section 4 above. The period for which Faculty performance is to be assessed is from January 1, 2018 through December 31, 2020, or for Faculty who entered the bargaining unit after January 1, 2018, from the effective date of appointment to a position in the bargaining unit of Kent State University through December 31, 2020. Awards will be made by May 1, 2021 and will be added to the Faculty member's salary at the beginning of the employment contract for academic year 2021-2022 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.

C. For the Academic Year 2021-2022.

1. *Standard increment.* For the academic year 2021-2022, each continuing member of the bargaining unit shall receive a standard increment of two percent (2%) of his/her base annual contract salary as it had been established for academic year 2020-2021.
2. *President's Faculty Excellence Awards.* In addition to the above minimum standard base increment, an additional salary pool is established for both the Kent Campus and Regional Campuses for President's Faculty Excellence Awards as set forth in Section 3 above. The amount awarded from the pool for the academic year will be the amount remaining in the pool, if any, that was not distributed in academic years 2019-2020 and 2020-2021 and will be awarded in the discretion of the President for the purpose of recognizing documented Faculty excellence in achievement, performance, and contribution in accord with the principles set forth in Section 3 above. Awards will be made by April 15, 2022 and will be added to the faculty member's salary at the beginning of the employment contract for academic year 2022-2023 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by and between KENT STATE UNIVERSITY (hereinafter called the “University”) and the Tenure-Track Bargaining Unit of the AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS, KENT STATE CHAPTER (hereinafter called the “Association”).

WHEREAS, the University and the Association are parties to a collective bargaining agreement that was originally effective August 19, 2019 through August 18, 2022 (the “2019-2022 CBA”);

WHEREAS, in a Memorandum of Understanding effective May 6, 2020 (the “2020 MOU”), the University and the Association agreed to modify and extend the 2019-2022 CBA until 11:59 p.m. on August 18, 2023; and

WHEREAS, the University and the Association have agreed to extend and modify some of the terms of the 2019-2022 CBA as specified below,

NOW, THEREFORE, the University and the Association, in consideration of and for the mutual promises and covenants contained herein, agree as follows:

- The 2019-2022 CBA, which, pursuant to the 2020 MOU currently expires on August 18, 2023, will be extended until 11:59 p.m. on December 31, 2025. Should no successor agreement be reached by August 15, 2026, the University will issue continuation contracts otherwise in accord with Article XXIV, Section 3.G.
- The provisions in the 2019-2022 CBA at Article XII, Section 5 for Standard Increments, President’s Faculty Excellence Awards, and Merit Awards will be as follows:

A. For Academic Year 2023-2024.

1. *Standard increment.* For the academic year 2023-2024, each continuing member of the bargaining unit shall receive a standard increment of three and one-half percent (3.5%) of their base annual contract salary as it had been established for academic year 2022-2023.

2. *President’s Faculty Excellence Awards.* In addition to the above minimum standard base increment, an additional salary pool of \$140,000 is

established for academic years 2023-2024, and 2024-2025 for the Kent Campus and Regional Campuses combined for President's Faculty Excellence Awards as set forth in Article XII, Section 3 of the 2019-2022 CBA. The amount awarded from the pool for academic year 2023-2024 will be in the sole discretion of the President and shall be for the purpose of recognizing documented Faculty excellence in achievement, performance, and contribution in accord with the principles set forth in Article XII, Section 3 of the 2019-2022 CBA. Any amount remaining in the pool will be available in academic year 2024-2025, as determined by the President. Awards will be made by April 15, 2024, and will be added to the faculty member's salary at the beginning of the employment contract for academic year 2024-2025 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.

B. For Academic Year 2024-2025.

1. *Standard increment.* For the academic year 2024-2025, each continuing member of the bargaining unit shall receive a standard increment of three percent (3.0%) of their base annual contract salary as it had been established for academic year 2023-2024.
2. *President's Faculty Excellence Awards.* In addition to the above minimum standard base increment, an additional salary pool is established for both the Kent Campus and Regional Campuses for President's Faculty Excellence Awards as set forth in Article XII, Section 3 of the 2019-2022 CBA. The amount awarded from the pool for the academic year will be in the sole discretion of the President and shall be for the purpose of recognizing documented Faculty excellence in achievement, performance, and contribution in accord with the principles set forth in Article XII, Section 3 of the 2019-2022 CBA. Awards will be made by April 15, 2025, and will be added to the faculty member's salary at the beginning of the employment contract for academic year 2025-2026 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.

C. For Fall 2025.

1. On or before the last day of November 2025 each continuing member of the bargaining unit shall receive a one-time payment of \$1500.
  2. *Merit Awards.* An additional salary pool equal to two percent (2%) of the base annual contract salaries for academic year 2024-2025 of continuing members of the bargaining unit shall be established at the Kent Campus and for the Regional Campuses for the purpose of recognizing documented, meritorious Faculty performance in accord with the principles set forth in Article XII, Section 4 of the 2019-2022 CBA. The period for which Faculty performance is to be assessed is from January 1, 2022, through August 15, 2025, or for Faculty who entered the bargaining unit after January 1, 2022, from the effective date of appointment to a position in the bargaining unit of Kent State University through August 15, 2025. Awards will be made by March 1, 2026, and will be added to the Faculty member's salary at the beginning of the employment contract for academic year 2026-2027 after all other salary increments, including any necessary adjustments to meet minimum salary levels (floors), have been entered.
- No later than June 15, 2025, the parties shall commence negotiations on a successor Agreement to be effective January 1, 2026.
  - The parties acknowledge that this MOU does not include a standard increment for AY 25/26. Any standard increment for AY 25/26 would be a matter to negotiate as part of the successor Agreement to be effective January 1, 2026. While there is no guarantee that any standard increment for AY 25/26 contained in the successor Agreement would be retroactive to the start of AY 25/26 academic year contract, nothing in this MOU prohibits such a retroactive standard increment.
  - The parties agree to bargain the effects of any newly adopted policy mandated by State law which alters the terms and conditions of employment of Faculty prior to the implementation of any newly adopted policy. Except where explicitly prohibited by State law, existing language in the 2019-2022 CBA prevails over any conflicting provision of such a policy.

- All other provisions of the 2019-2022 CBA remain in effect until a successor agreement is negotiated or unless and until the parties agree to additional modifications during the term of the Agreement.


IN WITNESS WHEREOF, the University and the Association have caused this Memorandum of Understanding effective June 29, 2023 to be executed by their duly authorized representatives.

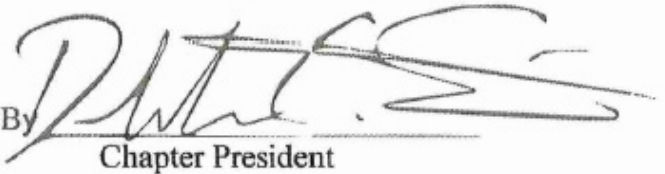
KENT STATE UNIVERSITY

AMERICAN ASSOCIATION

OF UNIVERSITY PROFESSORS

KENT STATE CHAPTER

By   
Chair, Board of Trustees

By   
Chapter President



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This Memorandum of Understanding is entered into by and between KENT STATE UNIVERSITY (hereinafter called the “University”) and the Tenure-Track Bargaining Unit of the AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS, KENT STATE CHAPTER (hereinafter called the “Association”).

WHEREAS, the University and the Association are parties to a collective bargaining agreement (the “2019-2022 CBA”); and

WHEREAS, the University and the Association have agreed to modify some of the terms of the 2019-2022 CBA as specified below,

NOW, THEREFORE, the University and the Association, in consideration of and for the mutual promises and covenants contained herein, agree as follows:

- The 2019-2022 CBA will be extended by one year and will now expire at 11:59 p.m. on August 18, 2023. Should no successor agreement be reached by August 1, 2023, the University will issue continuation contracts otherwise in accord with Article XXIV, Section 3.G.
- The provisions in the 2019-2022 CBA at Article XII, Section 5.B for Standard Increments, President’s Faculty Excellence Awards, and Merit Awards will be deferred until Academic Year (AY) 21/22. Except for the reference to January 1, 2018 in Article XII, Section 5.B.3, all dates in Article XII, Section 5.B will be extended by one year. As a result, the applicable review period for Merit Awards will begin on January 1, 2018 and be extended through December 31, 2021.
- The provisions in the 2019-2022 CBA at Article XII, Section 5.C for Standard Increments and President’s Faculty Excellence Awards will be deferred until AY 22/23. All dates in the 2019-2022 CBA at XII.5.C will be extended by one year.

- The only pay increases that will be distributed in AY 20/21 will be the promotion increments for promotion to Associate Professor and Full Professor as specified in the 2019-2022 CBA at Article XII, Section 6, and the President's Faculty Excellence Awards for AY 19/20 as specified in the 2019-2022 CBA at XII.5.A.2.
- All other provisions of the 2019-2022 CBA remain in effect for AY 20/21 and until a successor agreement is negotiated or unless and until the parties agree to additional modifications during the term of the Agreement.

IN WITNESS WHEREOF, the University and the Association have caused this Memorandum of Understanding effective May 6, 2020 to be executed by their duly authorized representatives.

KENT STATE UNIVERSITY

By Ralph M. Della Ratta  
Chairman, Board of Trustees

AMERICAN ASSOCIATION  
OF UNIVERSITY PROFESSORS  
KENT STATE CHAPTER



By \_\_\_\_\_  
Chapter President