

12 February 2025

## *Insights*

### **Article 48 - “Performance Pay Increment Awards”**

The 2023 UNBC-FA Collective Agreement introduced a program that recognizes and compensates full-time Members for their meritorious performance. While this is not the first instance of merit awards in the Collective Agreement, the current *Performance Pay Increment Awards* – more commonly referred to as “*PPIs*” – are substantially different than our previous merit programs in terms of the application process and compensation structure.

*PPIs* are intended to recognize meritorious performance of a Member based on a holistic assessment of the Member’s performance over the previous three years. The *PPI* process is voluntarily initiated by the Member who submits an application to their Dean or University Librarian by April 15<sup>th</sup> annually. Applications are then adjudicated by the Deans’ Committee. Twenty *PPIs* are available annually to be awarded to Members and applicants will be informed by May 30<sup>th</sup> of whether they have been awarded a *PPI* or not. This notification also includes the reasons for granting or denying a *PPI*, and in the case of a denial, the Member can appeal to the Provost by June 15. *PPIs* are awarded on July 1<sup>st</sup>.

#### **Is there a special *PPI* application form?**

There is no special *PPI* application form; however, the application is a written submission.

#### **What should be included in a *PPI* application?**

While there is no specific checklist or criteria document available that identifies what should be included in the application, the Employer has indicated that Members should try to ‘sell themselves’ and include as much information as the Member deems relevant to highlight their achievements over the past three years. Consider asking a colleague who has been successful at obtaining a *PPI* to review your application, or consider asking for advice from your Dean or University Librarian.

#### **How many *PPIs* can I receive?**

Members can receive a maximum of six *PPIs* over the life of their career at UNBC; however, once a Member receives a *PPI*, the Member can only be awarded a subsequent *PPI* no sooner than three years from receiving the *PPI*. It makes sense then to consider applying for a *PPI* sooner rather than later in your career.

#### **How many times can I apply for a *PPI*?**

If you apply for a *PPI* and are not successful, you can apply again the next year and every year thereafter until you receive a *PPI*. Once you receive a *PPI*, you then must wait for three years to apply again.



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**What is the value of a PPI?**

The value of a *PPI* is based on the value of the salary grid step at the time you are awarded a *PPI* and can change from year to year. For example, on 1 July 2023, the value of a grid step for Faculty Members was \$3,416. So if you applied for a *PPI* in the Spring 2023 and were successful, you received a \$3,416 *PPI* on 1 July 2023. If you were a Librarian Member and you applied for a *PPI* in the Spring 2024 and you were successful, you received a \$2,700 *PPI* on 1 July 2024. Once you receive a *PPI*, the value does not change; however, the value of future *PPIs* can change based on the value of a grid step at that time.

**Can I lose my PPI or does it expire?**

No. Once you receive a *PPI*, as long as you remain employed at UNBC and a Member of the Faculty Association you will retain your *PPI* and continue to receive it annually until you resign or retire from your position. For example, if you received a \$2,700 *PPI* on 1 July 2023, you will continue to receive that \$2,700 on 1 July 2024, 1 July 2025, 1 July 2026 etc.

**If the PPI is the same value as a grid step, what happens if I reach the salary ceiling in my rank?**

*PPIs* are tracked outside of your salary grid step. Members will continue to move normally through the grid step progression and *PPIs* are allocated 'on top of' the grid step salary.

**What happens to my PPI if I go on sabbatical or professional leave?**

*PPIs* are considered to be a part of the Member's nominal salary and nominal salary is defined in Article 48.1.1. So when a Member goes on sabbatical or professional leave, their nominal salary – which includes *PPIs* – can be reduced for the period of the sabbatical or professional leave.

**Do all 20 PPIs have to be awarded annually?**

No. If there are fewer than 20 applications received in any given year, or if the Deans' Committee awards fewer than 20 *PPIs* in any given year, the Joint Consultation Committee will determine how any funds from unallocated *PPIs* will be used to benefit Members.

Given Members can only receive a maximum of six *PPIs* over their career, and can only receive a subsequent *PPI* every three years, it makes financial sense to consider applying for *PPIs* early in your career and as soon as you have a three-year record of service.

