

Implementation Guidelines: Specialist Series New Steps

Specialist Steps 6, 7, 8, and 9

Effective July 1, 2018

In April 2018, the UC Office of the President (UCOP) issued revised academic personnel policy, APM 330, adding new steps (6 through 9) to the Specialist Series in accordance with the published Specialist Series salary scale issued July 2017. In order to comply with the system-wide policy changes, it is necessary to transition some current appointees at Step 5 or Above Scale to the new policy. These campus implementation guidelines are based on the guidelines issued by the Office of the President.

Step 5

Specialists, Step 5, who were appointed for a four year period effective July 1, 2017 or later will be eligible for a merit review after three years at step, but will retain their original four year appointment period. If advancement results, new appointment dates will be established.

Above Scale

Specialists who are currently at Above Scale status with a salary higher than the published salary scale for Step 9 in the Specialist Series will remain at Above Scale status.

Specialists who are currently at Above Scale status with a salary less than the published salary scale for Step 9 in the Specialist series will be placed on a step closest to their current salary, which is at least equal to the on-scale rate.

Current Specialists at Above Scale status who are moving to one of the new steps will not be required to undergo a subsequent Above Scale review once advancing from Step 9. For these select individuals, advancement from Step 9 to Above Scale will be processed as a standard merit review once four years at Step 9 have been served.