

2024-25 Negotiated Salary Trial Program (NSTP)
 Department Chair Certification Form– Submission deadline: May 1, 2024

REQUESTOR'S NAME:	EMPLOYEE ID:	TITLE/RANK/STEP:
DEPARTMENT:		Division:

CHAIR'S CERTIFICATION

Check boxes to the left as appropriate; leave unchecked if not in agreement.

- I have verified that the Requestor has not reduced and is not expected to reduce support for graduate students, postdocs, researchers, or any other positions due to his/her NSTP participation, in terms of Total FTE and Total Dollars.
- I have verified that the Requestor has attained advancement in rank or step at the last on-cycle academic review, or equivalent satisfactory review.
- I have verified that the Requestor is making appropriate contribution to financial support of graduate education and research activities.
- I have verified that the Requestor has fulfilled all teaching, research and service obligations in FY 2023-24.
- I have verified that the Requestor will fulfill all teaching obligations in FY 2024-25 as follows:

Estimated number of courses to be taught: _____ Approved departmental course load: _____

I have verified that the Requestor is in compliance with all applicable University policies, procedures, and training requirements, including the following;;
 (Check if training has been completed)

Patent Agreement Yes No Sexual Violence and Sexual Harassment Prevention Training Yes No
 Safety Training Yes No Outside Professional Activities Yes No

- I certify that the requested salary amount is within the norms of the department/discipline and is consistent with the UCSC NSTP Implementation Procedures.
- I certify that allowable and appropriate resources are available to support the Request, and that the contingency fund requirements have been met.
- I support this request based on the above. (Leave blank if you do not support this request, and include a reason in the comment section below)

The Requestor received a formal retention offer: <input type="checkbox"/> In the last 2 years <input type="checkbox"/> In the last 5 years <input type="checkbox"/> Not in the last 5 years
The NSTP was discussed with the applicant during the recruitment process, and was mentioned: <input type="checkbox"/> In a conversation <input type="checkbox"/> In a written communication <input type="checkbox"/> Was not discussed with the applicant <input type="checkbox"/> Not sure

Comments (optional):

 Department Chair's Initials (serving as electronic signature) Date Printed Name

DEAN'S CERTIFICATION

- I approve the Base Salary Rate, Negotiated Salary Component, and Total UC Salary Rate amounts.
- I support this request based on the above. (Leave blank if you do not support this request, and include a reason in the comment section above)

 Dean's Initials (serving as electronic signature) Date Printed Name