

This Q&A is intended to support faculty members and librarians in their understanding of the retroactive salary increases applied to their base salaries in accordance with [PDAD&C #2 Faculty Member and Librarian Performance Evaluation and Merit Process for 2024-25 \(PTR/5% Merit\)](#). This memo outlines the arbitration award for Across the Board (ATB) salary increases and benefits improvements from Arbitrator Eli Gedalof which is [available here](#).

Question: What increases are being implemented in the September 2025 monthly pay run?

Answer: Base salaries will be increased by the following in the September 2025 monthly pay run:

- An across the board (ATB) increase of 3.5% retroactive to July 1, 2023
- A retroactive adjustment to your July 1, 2024 PTR/Merit award calculated as the difference owing following an increase to the [breakpoints and increments](#) by 3.5%
- An across the board (ATB) increase of 2.5% retroactive to July 1, 2024
- A July 1, 2025 PTR/Merit increase

Question: What about my ATB increase for July 1, 2025?

Answer: There has been no agreement or award with respect to 2025 ATB yet. An agreement or award is anticipated in Fall 2025 and a further salary adjustment will be made following that.

Question: How much gross retroactive pay can I expect in September as a result of the implementation of these increases retroactive to July 1, 2023?

Answer: If there were no changes to your FTE (full time equivalent) and you were not on leave for the entirety of the retroactive period (i.e. July 1, 2023 to August 31, 2025) you can calculate the GROSS amount (i.e. the amount prior to statutory and benefit deductions) of retroactive pay owing to you as follows:

- July 1, 2023 ATB: July 2023 to August 2025 =26 months
- July 1, 2024 ATB: July 1, 2024 to August 2025 =14 months
- July 1, 2024 PTR/Merit: July 1, 2024 to August 2025= 14 months
- July 1, 2025 PTR/Merit: July 1, 2025 to August 2025 = 2 months

To calculate your gross retroactive entitlements:

1. To calculate the gross retroactive ATB for 2023: take the additional 3.5% ATB \$ /12*26 = gross retroactive 2023 ATB.

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2. To calculate the gross retroactive ATB for 2024: take the additional 2.5% ATB \$ /12*14 = gross retroactive 2024 ATB.
3. To calculate the gross retroactive July 1, 2024 PTR/Merit: take the additional amount of PTR/Merit \$ /12*14= gross retroactive 2024 PTR/Merit
4. To calculate the gross retroactive July 1, 2025 PTR/Merit: take the additional amount of PTR/Merit /12*2= gross retroactive 2025 PTR/Merit
5. Add the applicable gross retroactive amounts calculated as per above to determine the total gross retroactive payment. This amount can be found on your Pay Statement – see annotated pay statement below.

If you had any changes during the retro period, such as you were on leave, you became employed after July 1, 2023, or had a change in FTE percentage appointment, please contact your Business Officer in your unit, should you have any questions regarding the calculation of your retro pay.

PLEASE NOTE:

- These are GROSS amounts, subject to statutory (legally required) and benefits deductions as appropriate. Furthermore, these amounts can be affected by any leaves, changes in your percentage FTE appointment, etc. that took place during the relevant period.
- The above examples do not include any overload stipend adjustments that were also processed in the September monthly pay run. This adjustment can be found on your Pay Statement in the “Retro Adj” sum. Keep this in mind when reviewing your Pay Statement if the calculations completed above do not match your Pay Statement.

Question: Where can I find my Pay Statement ?

Answer: Faculty members/librarians may log into the [Employee Self Service \(ESS\)](#) > **My HR Self-Service > Personal Information > Personal Profile > Salary/Basic Pay Information** to view their annual pay; monthly pay; and FTE percentage. This provides an opportunity to cross-reference the increased amount in their salary letter against what has been entered into the system.

Questions: Where can I find the retroactive payments on my Pay Statement?

Answer: See the annotated Pay Statement below.

Question: How are pensionable earnings affected by the retroactive payments?

Answer: The maximum pensionable earnings applicable to UPP are as follows:

\$196,200 in calendar year 2023

\$201,900 in calendar year 2024

\$215,300 in calendar year 2025

The payroll system will automatically factor in the UPP maximum pensionable earnings as part of the retroactive payroll calculation.

If a person's base salary (prior to recalculating using the ATB & PTR) is below the maximum pensionable earnings in that particular year, the system will automatically calculate retroactive pension deductions which will be taken from their retroactive pay. The retroactive active pensionable earnings and contributions will be reported to UPP.

If a person's base salary (prior to recalculating the ATB & PTR) was higher than the maximum pensionable earnings in that particular year: (1) the additional earnings have no impact on UPP's pensionable earnings, and (2) no retroactive pension deductions are applicable, and (3) the system will automatically calculate any additional contributions to the Supplementary Account Plan based on the updated salaries up to the Supplementary Account Plan capped pensionable salary (\$297,400 in 2023, \$306,000 in 2024, and \$326,300 in 2025). Please note, the Supplementary Account Plan statements for the plan year ending June 30, 2025 (which will factor in the updated retroactive salaries) will be issued in October.

Question: Who is the appropriate contact within the academic unit?

Answer: If you have any questions or concerns, please reach out to the contact (Business Officer) in your academic unit. Academic units may escalate questions to their local Dean's Office.