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From: George Luste, UTFA President

To: UTFA Members

Re: Understanding the salary increases in your statement for November 2010 (and later for January 2011).

If you are trying to understand or check your November, 2010 payroll statement of earnings and deductions and are having some difficulty doing so, the purpose of this memo is to try and assist. If this is not an issue for you there is no need to read further.

The recent award from arbitrator Mr Martin Teplitsky was for the two academic years, 2009-10 and 2010-11. And the across the board (ATB) award in each year was given in two parts, the first as of July and the second part as of January. These four ATB increases over two years and any retroactivity due to the lateness of the award, plus the PTR allocation for 2010-11, can lead to some confusion.

The full implementation is to take place in two stages. The first implementation stage is reflected in the November 2010 pay statement and the second stage will be reflected in the January, 2011 pay statement¹.

Mr Teplitsky's award can be viewed on the UTFA website as a link at <http://www.utfa.org/content/bargaining-updates>

The November 2010 payroll statement

The November 2010 statement reflects the two ATB increases for the prior academic year, for 2009-10, plus any retroactive payments up to November 2010. The retroactive sum has two

¹ If you wish to view your November statement and do not know the procedure for doing so, go to the Employee Self-Serve (ESS) website at http://www.ams.utoronto.ca/Services/Campus_Business_Connect/Services/Human_Resources/ess.htm , then logon to ESS using your UTORID, under the 'pay Information' pull down go to 'Pay Statements'.

components, 16 months of retroactive pay for the July 1, 2009 ATB increase plus 10 months of retroactive ATB increases from January 1, 2010. On your statement be careful to distinguish between “Reto Adj” after taxes are deducted and the larger number underneath for the gross sum before taxes. The November statement does not include any of the ATB or PTR increases awarded for 2010-11. These will be shown in the forthcoming January 2011 statement.

Since the PTR award for 2009-10 was already implemented, only the ATB awards for 2009-10 need to be implemented. The amount of the ATB an UTFA member receives depends on which of the four salary groups one belongs to, tenure stream, teaching stream, CLTA stream or Librarian stream – and the salary in that stream. If your salary is above the median salary in that stream you will receive a percentage increase and if it is below the median, you receive a flat sum equal to the percentage increase for the median salary.

The following table may be a helpful aid in seeing how many months of retroactive ATB are involved in each of the two ATB increases and what are the monthly flat sum ATB amounts for each of the four salary streams.

Visual Aid for Understanding retroactive 2009-10 pay increases in November 2010 pay period								
	Year	Month						
	2009	June	Use this salary to calculate #1 and #2 ATB retroactive increases					
		Month	PTR increase (done)	#1 ATB retroactive increase	months retroactive for #1 ATB	#2 ATB retroactive increase	months retroactive for #2 ATB	
	2009	July		1.25% or flat	1			
		Aug		yes	2			
		Sept		yes	3			
		Oct		yes	4			
		Nov		yes	5			
		Dec		yes	6			
	2010	Jan		yes	7	1.00% or flat	1	
		Feb		yes	8	yes	2	
		Mar		yes	9	yes	3	
		Apr		yes	10	yes	4	
		May		yes	11	yes	5	
		Jun		yes	12	yes	6	
	2010	July		yes	13	yes	7	
		Aug		yes	14	yes	8	
		Sept		yes	15	yes	9	
		Oct		yes	16	yes	10	
Current pay period		Nov	With new monthly total reflecting PTR, ATB#1 and ATB #2					
			Note: the new monthly \$ shown in Nov 2010 is the June 2010 salary with all 2009-10 increases.					
What is the monthly flat \$ increase for each of the four salary groupings?								
Tenure Fac	IF June 2009 salary <	137,600	#1 ATB=	143.33	#2 ATB=	114.67		
Teach Fac	IF June 2009 salary <	97,200	#1 ATB=	101.25	#2 ATB=	81.00		
CLTA	IF June 2009 salary <	81,900	#1 ATB=	85.31	#2 ATB=	68.25		
Librarians	IF June 2009 salary <	91,400	#1 ATB=	95.25	#2 ATB=	76.17		
A similar, but different, pay adjustment for 2010-11 will take place in the January, 2011 pay period								

Your November payroll statement should show your new monthly gross income and the one-time-only (oto) retroactive payment (labelled “Reto Adj.” - the amount after tax deductions) up to the beginning of November. To repeat, the ‘Reto Adj’ includes 16 months of

retroactivity for the first 2009-10 ATB, which started as of July, 2009, and 10 months of retroactivity for the second 2009-10 ATB increase, which started in January 2010. The numbers at the bottom of the table show what the monthly flat sum increases are for each of the four salary streams. Knowing your June 2009 annual salary and which salary stream you are in, you should be able to reproduce both the new gross monthly income and the retroactive adjustment number.

The forthcoming January 2011 payroll statement

The January, 2011 statement new gross monthly pay number will reflect the two new ATB increases for the 2010-11 and the PTR increase for 2010-11. The retroactive adjustment will reflect 6 months of catch-up on both the ATB and PTR that should have started on July 1, 2010.

The following table may be a helpful aid in visualizing the six months of retroactive ATB and retroactive PTR.

Perhaps the most confusing question is: “What annual salary does one use to evaluate the % ATB or the flat sum ATB for 2010-11”? It should be the June 2010 salary but the payroll statement for June 2010 did not include the ATB increases for 2009-10 (because of the lateness of the award). Thus one must use the annual base salary as shown in the November 2010 or December 2010 statements (they should be the same).

Visual Aid for Understanding retroactive 2010-11 pay increases in January 2011 pay period							
Year	Month						
2010	June	A problem. One should use this salary to calculate #1 retroactive and #2 ATB increases but the June-2010 base salary is only first shown in the Nov-2010 salary statement					
		Month	PTR increase retroactive	#1 ATB retroactive increase	months retroactive for #1 ATB	#2 ATB retroactive increase	months retroactive for #2 ATB
2010	July		yes	1.25% or flat	1		
	Aug		yes	yes	2		
	Sept		yes	yes	3		
	Oct		yes	yes	4		
	Nov		yes	yes	5		
	Dec		yes	yes	6		
2010-11 Increases	2011	Jan	With new monthly total reflecting PTR + ATB#1 + ATB #2 (1.00% or flat \$)				
What is the monthly flat \$ increase for each of the four salary groupings?							
Note: the annual salary for "June 2010 " will first appear in your Nov 2010 statement (not in the June statement)							
Tenure Faculty	IF June 2010 salary <	143,300	#1 ATB=	149.25	#2 ATB=	119.42	
Teach Faculty	IF June 2010 salary <	101,200	#1 ATB=	105.42	#2 ATB=	84.33	
CLTA	IF June 2010 salary <	85,300	#1 ATB=	88.85	#2 ATB=	71.08	
Librarians	IF June 2010 salary <	95,200	#1 ATB=	99.17	#2 ATB=	79.33	

The above table uses the same layout as the prior table.

In Summary

To verify the November 2010 payroll statement the reader will need to know his/her June 30 2009 annual salary. That, together with the numbers at the bottom of the first table should be sufficient to do so. The retroactive adjustment reflects 26 months (16 + 10) for the missing payments of the two ATB awards for 2009-10.

To verify the January 2011 payroll statement the individual will need to know the annual salary shown in the November statement (as noted, it would be equal to the June 2010 salary if the award had not been late). In addition the individual will need to know their personal PTR award for 2010-11. The retroactive adjustment will reflect 6 months for the missing ATB payment and 6 months for the missing PTR payments for 2010-11.

