

Florida Atlantic University

Regulation 5.016

Employee Bonus Plan Definition of Bonus

the amount will not be included in the calculation of bonuses. Bonuses are subject to income tax and FICA withholding as required by law. Bonuses in excess of an employee's annual salary or \$50,000, whichever is less, must include the approval of the President or designee.

- (3) Criteria for Awarding Bonus
 - c. Term
 - d. Spec

- c. Ameliorating salary compression or inversion that may have developed within the same or comparable classifications or a work unit; or
 - d. Acknowledging successful completion of approved career development, training, or certification programs that are in the best interests, and support the mission, of the University.
- (6) Requests for the award of bonus payments must reference at least one of the above specific criteria and supporting documentation must be included.
 - (7) Bonus payments may be approved once within a 12-month period per employee. Requests for exceptions must include additional written justification and be approved by the President or designee.
 - (8) Bonuses may be granted consistent with the provisions of employment agreements and duly ratified collective bargaining agreements if the bonus provisions in such agreements are based on at least one of the above criteria or on standards applicable to higher education and/or the relevant specific industry.
 - (9) Bonuses may be included in a comprehensive incentive-based compensation program for services related to the delivery of clinical care through a University Faculty Practice Plan operating in accordance with University Regulation 9.001 and Board of Governors Regulation 9.017, or another health-care related program. Any such compensation program must be approved by the Board of Trustees.
 - (10) Reporting: In the first quarter of each fiscal year, the President or designee shall report to the Board of Trustees the total amount paid during the prior fiscal year for performance, recruitment, and retention bonuses. The report shall include the President's certification that any bonuses paid during the reporting period complied with the University's bonus plan criteria and were paid from funds contained within the University's budget as approved by the Board of Trustees.

Specific Authority: Section 7(c), Art. IX, Fla. Const.; Florida Board of Governors Regulation 9.015; sec. 1012.978, F.S. History: New – November 16, 2021.