

PROCEDURES FOR ORDINARY FACULTY SALARY DETERMINATION

Each ordinary faculty member is evaluated annually for merit by the chairperson or by a departmental personnel or administrative committee, depending upon departmental protocols. These departmental protocols are posted on each departmental intranet site. Faculty are evaluated in the three areas of teaching, research and service. Each area has an assigned weighting. Allowable ranges for weightings are:

- a. Teaching 30-50%
 - b. Research 30-50%
 - c. Service 20-35%
- For a total of 100%

In each category the faculty member will be assigned a merit rating on a scale of 0-4 as follows:

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|-------------------------------|---|
| a. Outstanding | 4 |
| b. Meritorious | 3 |
| c. Exceeds Expectations | 2 |
| d. Meets expectations | 1 |
| e. Does not meet expectations | 0 |

Faculty merit scores will be calculated by summing the products of their weightings and scores for each area. For example, a faculty that contributed 50:30:20 to teaching, research, and service and received scores of 4, 2.5 and 3 in these areas would receive a merit score of $(0.5 \times 4) + (0.3 \times 2.5) + (0.2 \times 3) = 3.35$. The Dean and SORC maximize the weightings based on the faculty member's submitted material. The faculty member's Vita Update, along with their scores and a letter of evaluation from the departmental chair, are submitted to the dean and to the Salary Oversight Review Committee which may, in following its protocol, revise the merit score. The faculty member and/or the department chair can appeal the results of the decanal and SORC merit determination directly to the dean.