

## Description of the Geology Department Merit Pay Metric

The metric is applied in a series of steps that is explained below and also illustrated (and explained) on TWO attached EXCEL worksheets.

1. Faculty activities for the previous year are listed on the Annual Evaluation Worksheet (this is the first attached EXCEL worksheet). The worksheet includes a variety of activities within the categories for Teaching, Research, and Service. The magnitude of each activity is given a quantitative “Activity Measure” and a “Weighting Factor” (additional details are provided on the worksheet itself). The “Activity Measure” and “Weighting Factor” are multiplied together to provide a numerical score for each activity. Scores are summed for each category of Teaching, Research, and Service.
2. Using the scores from the Annual Evaluation Worksheet, the chair assigns numerical evaluations for each faculty member using the standard 1-9 point scale on the faculty evaluation form. According to this procedure, the annual evaluation 1-9 point rating is based ENTIRELY on the numerical scores from the Annual Evaluation Worksheet. Following the University’s Annual Evaluation form, evaluations are given in the areas of teaching, research, and service.
3. A single weighted rating is obtained using the following formula (see the second attached EXCEL worksheet for further details):

Weighted Rating = (teaching rating\*teaching workload % + research rating\*research workload % + service rating\*service workload %)/100

4. A provisional merit pay is computed using the following formula:

$$\text{Merit Pay} = \left[ \left( \frac{\text{Weighted Rating}}{\text{Mean Weighted Rating}} - 1 \right) \text{Weighting Factor} + \text{Merit Pool \%} \right] \text{Annual Salary}$$

The Mean Weighted Rating is simply the average of the weighted ratings given to all the faculty.

The Weighting Factor in the equation above is selected by the chair. It determines the variation in the merit pay percentage based on the variation in the weighted ratings. For example, if the Weighting Factor is 0, then all the faculty are awarded a merit pay percentage equal to the Merit Pool %. In the attached example, a Weighting Factor of 2 is used, which results in a merit pay percentage range of 0.02% to 1.59% (given the particular weighted ratings used in this example).

It is possible to choose a weighting factor that will cause the merit pay to be a negative number. It is a policy of the Department that the merit pay computed in step 4 must be a positive number.

5. As illustrated in the attached example, the formula above does not award the entire merit pay pool: a small amount is typically left over. The final step, which is taken automatically in the EXCEL spreadsheet, is that the remainder split equally among all the faculty (in some cases, the remainder could be negative, in which case an equal amount is subtracted from each faculty member’s provisional merit pay).