

## **Global Studies Merit Policy**

Approved by the Office of the Provost – November 1, 2019

### **Preamble**

1. All faculty must be evaluated for merit. It is not permitted to opt out.
2. Regardless of type of appointment or FTE, each faculty member is eligible for consideration for the highest merit rating.
3. All faculty who meet or exceed expectations will receive some merit increase.
4. Faculty will be informed of their raises after they have been approved.
5. The evaluation for merit includes review of recent performance reviews, current CV and merit points worksheet, based on point values for each category.
6. The review period will include three years, and shall at a minimum include the current merit period and the prior review period.

### **Implementation Process**

Each faculty member will submit a report of their activities for the review period to the review committee, with activities and point values clearly indicated and described. The merit review committee will review all materials, adjust where appropriate, and assign discretionary points where appropriate. Once every faculty member has been assigned points for their accomplishments, the following method will be used to translate points into the actual dollar amounts of raises:

1. The total number of points assigned to all faculty will be tallied.
2. The dean's office will provide the dollar amount for the total funds available for merit raises.
3. The figure in #2 will be divided by the figure in #1 to yield a dollar value per point.
4. The dollar value of a point will be multiplied by the number of points accumulated by each faculty member. This calculation results in the dollar value of each member's raise.

The Merit Review Committee will use its discretion to adjust the points assigned to achievements that fit imprecisely into a particular category (e.g., co-authorship of a book or journal, shared primary advising of a graduate student, service to the field of an unforeseen type, etc.). Discretionary points may also be used to address such contingencies, and to recognize accomplishments such as (but not limited to) particularly high-quality work, a particularly demanding service position, honors and awards, and the like. The Committee will also use its discretion to verify the appropriateness of a particular point value suggested by a faculty member, and to adjust where necessary. Upon request, faculty will provide the committee with relevant documentation, such as correspondence with editors, contracts, etc.

Only whole point values, not fractions or partial points, are to be used. Faculty will have access to information regarding total dollar amounts available, as well as total point counts across all faculty; they will not have access to point values or raise amounts of other faculty.

It is expected that as we use this instrument, we will develop more extensive lists of accomplishments and examples, refine the point values, and in other ways continue to refine and elaborate upon it.

Friday, June 21, 2019

## Scholarship

Books: 30 pts. each \_\_\_\_\_ (*your number here*)

*Give information in this space for all accomplishments here and following*

Edited collections:

If substantive introduction included, 15 pts. each \_\_\_\_\_

*(if a separate chapter was also contributed, that is to be counted in “book chapters”)*

If no substantive introduction included, 10 pts. each \_\_\_\_\_

Peer-reviewed articles and book chapters: 5 pts. each \_\_\_\_\_

Non-peer reviewed, incidental articles, book reviews, encyclopedia entries, etc.: 2 pts. each \_\_\_\_\_

Conference papers: 2 pts. each \_\_\_\_\_

Book reviews and encyclopedia articles: 1 pt. each \_\_\_\_\_

Journal, anthology, or encyclopedia editing: 5 pts. each \_\_\_\_\_

Digital publications/projects: variable (describe and make case) \_\_\_\_\_

Prizes for books or articles: 5 pts. each \_\_\_\_\_

Research grants:

Internal: 1 pt/term, 3 pts max \_\_\_\_\_

External: 2 pts/term, 6 pts max \_\_\_\_\_

Research awards (e.g., Faculty Excellence Awards) 5 pts each \_\_\_\_\_

Reprints or reissues of previously published work: 2 pts each \_\_\_\_\_

Discretionary points: 10 pts. \_\_\_\_\_

Total points, scholarship: \_\_\_\_\_

### Clarifications and definitions:

- Only publications that are “in production” are to be counted; by “in production” we mean that all substantive author input has been incorporated, and nothing remains to be done beyond basic copyediting.
- Conference papers that are substantially the same in content may be counted more than once, although we encourage authors to revise and improve them before re-presenting them.

## Teaching

(NOTE (Added by the Office of the Provost): For all reviews to be decided Fall 2020 or later, any references to standards or metrics for teaching quality are replaced by Section 9 of the August 2019 MOU between the university and United Academics that defines standards for teaching quality. The standards defined in the MOU are to remain in place unless and until the unit modifies those standards in accordance with the MOU and the CBA defined process for modifying unit policies. MOU can be found at <https://hr.uoregon.edu/ua-mou-course-evaluations-article-20.pdf>)

New course development, including converting conventional course to online: \_\_\_\_\_

4-credit course: 5 pts each \_\_\_\_\_

2-credit course: 3 pts each \_\_\_\_\_

Teaching high-enrollment (80+) courses: \_\_\_\_\_

200+ students: 3 pts each \_\_\_\_\_

120-200 students: 2 pts each \_\_\_\_\_

80-120 students: 1 pt each \_\_\_\_\_

Serving as primary advisor to graduate students in any department: 5 pts. each \_\_\_\_\_

Supportive advising of graduate students (including service on committees): 2 pts. each student

Unscheduled instruction (directed readings, etc.): 2 pts. each

Advising undergraduate honors theses: 2 pts. each

Teaching award, highly competitive (e.g., Erstead): 5 pts. each

Teaching award, less competitive (e.g., Williams, Rippey)

Professional development for teaching (e.g., Dreamers workshop, TEP workshops)

Up to one day: 2 pts \_\_\_\_\_

More than one day: 3 pts \_\_\_\_\_

Faculty mentor of undergrad majors: adequate number, satisfactory mentoring: 2 pts \_\_\_\_\_

Discretionary points: 10 pts. \_\_\_\_\_

Total teaching points: \_\_\_\_\_

## Service

### Department committee service

Heavy workload (merit, search, grad admissions, T&P): 5 pts./each/year \_\_\_\_\_

Moderate workload (curriculum, awards,): 3 pts./each/year \_\_\_\_\_

Light workload (alumni relations): 1 pt/each/year \_\_\_\_\_

### University service

Heavy workload (Study Abroad, DAC, UO Senate, FPC): 5 pts./each/year \_\_\_\_\_

Moderate workload (Intercollegiate Athletics, Union Steward): 3 pts./each/year \_\_\_\_\_

Light workload (Language Council, FLTA Fulbright screening): 1 pt/each/year \_\_\_\_\_

Service to the field—external foundation panels, promotion reports, manuscript reviews, program evaluations, reports: 2 pts. each \_\_\_\_\_

Service to the field—prize committees: 2 pts. each time

Service to the field—leadership positions in national organizations

Heavy workload 2 pts each \_\_\_\_\_

Moderate to light workload: 1 pt each \_\_\_\_\_

Conference discussant, session organizer, respondent or panel participation: 1 pt. each

Conference organization: 5 pts. each

Outreach, collaboration and community engagement (public lectures, guest lectures in other people's classes, interviews, expert testimony, podcasts, blogs, op-ed pieces, documentaries) 2 pts. each \_\_\_\_\_

Institutional grant, PI or co-PI: 3 pts each/year \_\_\_\_\_

Institutional grant, participant: 1 pt each/year \_\_\_\_\_

Discretionary points: 10 pts. \_\_\_\_\_

### Clarifications and definitions:

- We make no distinction between compensated vs. non-compensated service
- Lists above are meant to be examples and are not exhaustive. Each faculty member will assign their service accomplishments a point value and provide reasoning and/or documentation where appropriate.

## **NTTF MERIT PAY CRITERIA**

Teaching is weighted proportionately more heavily for NTTF than for TTF, in order to reflect NTTF job descriptions. However, this policy is not intended to change NTTF job descriptions. In particular, it is not meant to require that NTTF whose job descriptions don't require service and/or scholarship to do them. We do, nonetheless, believe it important to reward achievements in these areas when they occur.

### **Teaching**

Normal satisfactory teaching: 10 pts. each year \_\_\_\_\_

New course development: variable (10 pts. maximum) each course \_\_\_\_\_

Teaching high-enrollment (60+) courses: 4 pts. each course \_\_\_\_\_

Teaching very high-enrollment (150+) courses: 6 pts. each course \_\_\_\_\_

Supportive advising of graduate students (including service on committees): 4 pts. each student \_\_\_\_\_

Overload graduate teaching (500-level courses, directed readings): 4 pts. each course \_\_\_\_\_

Advising undergraduate honors theses: 4 pts. each \_\_\_\_\_

Teaching prize or grant: 10 pts. each \_\_\_\_\_

Uncompensated overload teaching: 6 pts. each course \_\_\_\_\_

Covering an existing course normally taught by another faculty member: 5 pts each \_\_\_\_\_

Discretionary points: 10 pts. \_\_\_\_\_

**Total teaching** \_\_\_\_\_

### **Service**

Committee service—heavy time commitment (Tier 1): 5 pts. each year \_\_\_\_\_

Committee service—moderate workload (Tier 2, e.g. curriculum committee): 3 pts. each year \_\_\_\_\_

Committee service—light workload (Tier 3): 1 pt. each year \_\_\_\_\_

Service to the field—external foundation panels, promotion reports, ms. reviews: 2 pts. each \_\_\_\_\_

Service to the field—prize committees: 2 pts. each time \_\_\_\_\_

Service to the field—leadership positions in national organizations: variable \_\_\_\_\_

Outreach, collaboration and community engagement (public lectures, guest lectures in other people's classes, interviews, expert testimony, podcasts, blogs, op-ed pieces, documentaries) 2 pts. each \_\_\_\_\_

Conference organization: 5 pts. each \_\_\_\_\_

Discretionary points: 10 pts. \_\_\_\_\_

**Total Service** \_\_\_\_\_

## **Scholarship**

Books: 15 pts. each

Edited collections: 5 pts. each

Peer-reviewed articles and book chapters: 3 pts. each

Non-peer reviewed or incidental articles: 2 pts. each

Conference papers: 1 pt. each

Conference response paper or panel participation: 1 pt. each

Book reviews and encyclopedia articles: 1 pt. each

Journal, anthology, or encyclopedia editing: 3 pts. each

Digital publications/projects: variable

Outreach (public lectures, interviews, etc.): 1 pt. each

Prizes for books or articles: 3 pts. each

Research grants: 3 pts. for year-long; 1 pts. for term or summer-long grants

Discretionary points: 10 pts