

Department of Journalism

Merit Pay Criteria - DRAFT

PREAMBLE (approved by Journalism Faculty on 4-25-07)

Merit pay disbursement in the Department of Journalism will be based on meritorious achievement in three areas: research/creative activities, teaching and service. Evaluations for merit pay will be based on the faculty member's:

- ▶ annual self evaluation, which will serve as the faculty member's "case for merit;"
- ▶ duties as reflected in the Faculty Assignment Reports (FAR);
- ▶ achievements as recognized and weighted in the College's Faculty Standards and Criteria;
- ▶ promotion criteria as reflected in the University's Tenure and Promotion material; and
- ▶ annual written evaluation completed by the Department Chair.

Any distinguished activity outside the area of assigned duties may also be considered for merit.

Merit-based raises should generally reflect a continuous trend of productivity and excellence over a period of several years and not solely based on achievements during a single academic year.

No faculty member shall be automatically excluded from the merit pool. Faculty members receiving a tenure/promotion/sustained performance raise shall qualify for a merit-based raise.

Merit pay awards shall be based on the faculty member's total performance in fulfilling his/her assigned duties and responsibilities to the department, the college and the university. Faculty shall determine the weight of the inherent factors in the areas of research, teaching and service to be considered, based on university, college and department guidelines.

The Department Chair shall provide the faculty with all relevant and pertinent information regarding the merit review, evaluation and decision-making process. The Department Chair shall advise faculty of the amount of merit-pool money available and the complete distribution system. Faculty shall have access to the full results of the distributions each year.

TEACHING:

Teaching performance during the academic year will be evaluated using student evaluations from every class taught in the academic year; the faculty member's self-evaluation; and the department chairperson's evaluation and any addenda by faculty members, including any student or other evaluations.

Teaching includes instruction, direction of theses and dissertations, academic advisement, and all preparation for this work, including study to keep abreast of one's field.

There should be evidence of a sustained commitment to excellence in teaching by the faculty member as reflected in student teaching evaluations, faculty/department evaluations and instructional materials. (UF T&P Guidelines)

RESEARCH/CREATIVE ACTIVITIES:

Performance in research and/or creative activities will be evaluated according to the criteria set out in the Faculty Standards and Criteria document. As noted in that document, "Research and creative work may take a variety of forms. Both are conducted within specific realms of knowledge reflecting academic and/or professional expertise. They address specific problems, using appropriate methodologies and approaches, and reach their respective expert audiences through publication or exhibition." To be regarded as meritorious, all research and creative activities are expected to have been evaluated through peer or juried review and must demonstrate high standards of relevance, continuity, significance and accomplishment; each of these terms is defined in greater detail in the Faculty Standards and Criteria document.

SERVICE:

All faculty members are expected to perform service and make a positive contribution to the life of the department, college and/or university. Special emphasis is placed on service to communications media and related professionals and to state and local government agencies, according to the College's Faculty Standards and Criteria document.

Service activities should further the mission of the university, including service on departmental, college, and university committees, councils, and senates; service in appropriate professional organizations, participation in professional meetings, symposia, conferences and workshops; and service on local, state and national governmental boards, agencies and commissions, as outlined in the College's Faculty Standards and Criteria document.