

Department of Health Sciences

Merit Pay

Approved: 2014

Merit Policy Department of Health Sciences

The annual evaluation process provides documentation regarding activities completed throughout the year. This documentation leads to an evaluation/rating in each of three areas: teaching, scholarship, service, and an overall rating. These same activities and their subsequent ratings will be used to determine merit.

In a given year, no more than 75% of the total merit money pool will be allotted to faculty with overall ratings on their annual performance evaluations of "Satisfactory". The remaining 25% will be allotted to faculty with overall ratings on their annual performance evaluations of higher than "Satisfactory".

The following process outlines the steps in determining the merit distribution for faculty that receive overall ratings higher than "Satisfactory" (i.e., it speaks to how the 25% proportion in the above-mentioned paragraph will be distributed). The process uses the annual evaluation ratings and the faculty member's salary to determine the amount of merit increase for ratings higher than "Satisfactory".

Steps:

- 1) Conversion of annual evaluation ratings to points
 - a. Excellent = 3 points
 - b. Good/Very good = 2 points
 - c. Satisfactory = 1 point
 - d. Marginal = 0 points
 - e. Unsatisfactory = 0 points

- 2) Money will be distributed according to the following formula:

$$\text{Salary Points} \times \text{Salary Point Value} = \text{Merit Increase}$$

Where salary points, salary point value and merit dollar awards are defined as:

Salary Points: Annual evaluation points x salary (divided by 1000)

*Example: Excellent in teaching (3 pts), excellent in scholarship (3 pts) and excellent in service (3 pts) = 9 annual evaluation points. If this faculty member makes \$60,000, the salary points = 540 points (9*60,000/1000)*

Salary Point (Dollar) Value (amount of money awarded per salary point): Total merit monies / total salary points

Example: For ease of calculations, let's say the 25% proportion of the pool designated for faculty with overall ratings of higher than "Satisfactory" comes out to a total of \$40,000. We would then have \$40,000 to split among the higher performing faculty based on the annual performance evaluation ratings. If the total of all applicable faculty salary points is 11,000 points, the Salary Point/Dollar Value would be \$40,000/11,000, which equals \$3.64.

Approved by Departmental faculty: April 28, 2014 (vote: 28 yes, 2 no, 1 abstention)

Approved by Dean and Provost: _____

Merit Dollar Awards: Salary Points x Salary Point value

*Example: If a faculty member has received a rating of excellent in all three areas (thus 9 annual evaluation points) and has a salary of \$60,000, his/her salary points would equal 540. This would translate to Merit Dollar Award increase of \$1,966 (540 pts * \$3.64).*

Following University directives, for the first year that merit pay is re-instituted, all departments will base merit on the past five years. The Department of Health Sciences proposes that, for subsequent years, the most recent annual evaluation only will be used.

For the five year calculation, the same process will occur, except five years' worth of evaluations will be calculated in. Thus, if a faculty member has been employed at JMU all five years and has received "excellent" in all categories each of those years, his/her annual evaluation points will be 45. If a faculty member has been employed only two years and received excellent in all areas, the annual evaluation points would be 18, thus accounting for years of service during that merit period.

Example:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total of 5 Years
Faculty Member #1 (employed at JMU all 5 years)	9	9	9	9	9	45 (could use the average also; ave = 9)
Faculty Member #2 (employed 2 years at JMU)	0	0	0	9	9	18 (could use the average also; ave = 3.6)