

Rules Committee Proposal to Remove Merit Pay Guidelines from Faculty Handbook

From Part Four, Section III Benefits:

B. Determination of Salary Increments

The determination of salary increments for faculty and staff is a responsibility of the organizational unit to which the individual is assigned. ~~University merit pay guidelines are given below. Information concerning specific criteria and procedures is available through the appropriate Vice President, Dean, Chair, or Director.~~

University Merit Pay Guidelines for Academic Units (Under Review in 2014-15)

The primary objectives of compensation guidelines are to enable the University to employ, retain, encourage, and reward faculty who contribute to the purpose, mission, and goals of the University. Therefore, ECU recognizes the value of a multi-faceted approach to compensation, including across-the-board awards, ~~merit awards~~, and equity adjustments. ~~Merit awards, when funding is available to provide them, reward those individuals who perform beyond normal requirements.~~

~~On national and state levels, higher education is accountable for its mission of teaching, scholarly/creative activities, and service. The approach of Eastern Kentucky University to merit awards is to allow its colleges and schools/departments to retain the flexibility to develop systems that reflect the unique nature and needs of the disciplines. The guidelines established here provide a framework to ensure consistency and accountability across the University while maintaining flexibility within schools/departments and colleges.~~

- ~~1. The faculty of each academic unit shall participate in the development of a system for recommending merit increases for the academic unit. This may be accomplished at the college level, or, with approval of the Dean, at the school/department level.~~
 - ~~a. If each school/department of a college is to have a separate system, the policies shall be recommended by a majority of the faculty in the school/department, shall be forwarded, with recommendations of the Chair/Associate Dean and of the Dean, to the Provost and Vice President for Academic Affairs for review and approval. In schools/departments whose merit deliberations find all faculty with the same merit score and hence ends up with no differentiation, the Dean and Chair/Associate Dean reserve the right to use the departmental merit pool for equity adjustments.~~
 - ~~b. If there is a college-wide system, the approval process shall follow the same pattern as described in "a" above.~~
 - ~~c. All full-time faculty in a school/department are eligible to receive merit awards, which vary from individual to individual, dependent upon the extent to which an individual exceeds minimum performance standards established by the school/department policy. Individuals who exceed minimum performance standards to an equivalent extent receive merit awards in equal dollar amounts. Faculty should be evaluated for merit based on their job assignment.~~
 - ~~d. University merit dollars are to be divided proportionately among school/departments based on the number of full-time faculty in each school/department.~~

2. In either case, the system must:

- a. Be designed to differentiate with regard to performance so that no portion of the merit funds may be allocated across the board.
- b. Conform to the University's policy on nondiscrimination.
- c. Parallel the criteria for promotion and tenure, recognizing Eastern's primary mission of teaching.
 - i. Academic merit pay systems shall be designed so that no less than 50% of the potential merit award for those with a full-time teaching load is based on teaching performance or role in students' learning process.
- d. Define and clearly communicate the factors which are to be considered in evaluating meritorious performance.
 - i. Schools/Departments may consider basing merit awards on performance over a period of time longer than one year for meritorious performance not previously considered.
 - ii. In addition to the student opinion of instruction, each school/department shall use a systematic method of assessing teaching performance or the faculty member's role in the student learning process for purpose of merit awards. This method shall include a consideration of the perspectives of students, colleagues, and supervisors and shall be clearly defined and communicated in the school/department merit pay policy.
- e. Provide for a formal evaluation conference where the faculty member will be notified by the Department Chair of the merit evaluation.
- f. Require faculty members to actively participate in the merit evaluation process by:
 - i. Providing documentation of meritorious performance in the form of a report structured according to department/school/college procedures and
 - ii. Participating in an evaluation conference with the Department Chair.
- g. Provide a procedure for appeal of the evaluation which must be filed with the Department Chair, in writing, within five days of the evaluation conference.
- h. Include a method for departments to periodically and regularly reassess their methods and procedures to ensure they are continuing to support the stated purpose, mission, and goals of the University.
- i. Specify the procedures to be used in determining merit pay increases for faculty on paid or unpaid leaves. These procedures:
 - i. Must include a case by case review by the Chair/Associate Dean and Dean for compliance with the criteria;
 - ii. Must include the specification of prior agreements, in writing, concerning the criteria and process for the evaluation for merit pay, and
 - iii. May allow for differing awards according to the purpose of the leave if the basis of the difference is clearly explained and reflects the goals of the college and/or school/department.

Faculty receiving terminal appointments due to unsatisfactory performances will not receive a salary increase for their final year.

From Part Seven, Section VII The Faculty Senate

6. Committee for Faculty Welfare

- a) The Committee on Faculty Welfare shall consist of five members elected by the Senate from its elected members. Committee membership shall be for the duration of the elected senator's current term. The Director of Human Resources shall serve as a non-voting member of the committee.
- b) The Committee shall elect a chair annually from among its membership.
- c) The purpose of the Committee for Faculty Welfare shall be to:
 - (1) Review and make recommendations to the Senate on matters including but not limited to, ~~merit/pay policies~~, faculty salary inequities, health insurance benefits, market salary issues, compression, as well as other university benefit policies; and
 - (2) Provide a channel of communication between the Faculty Senate and the Administration on matters relating to faculty compensation and benefits.