

DEPARTMENT OF BUSINESS ADMINISTRATION
 Merit Allocation Metric
Adopted by Majority Vote of the Faculty: December 6, 2002

MERIT PAY CALCULATION

Merit pay is determined as a weighted composite of the performance appraisals in the categories of research, teaching and service. The individual's composite rating is calculated by weighting the rating for each evaluation category by the respective workload proportion from the individual's Appraisal Period Workload Worksheet. To participate in the merit pool the individual's composite rating must be at or above 3 (meets expectation).

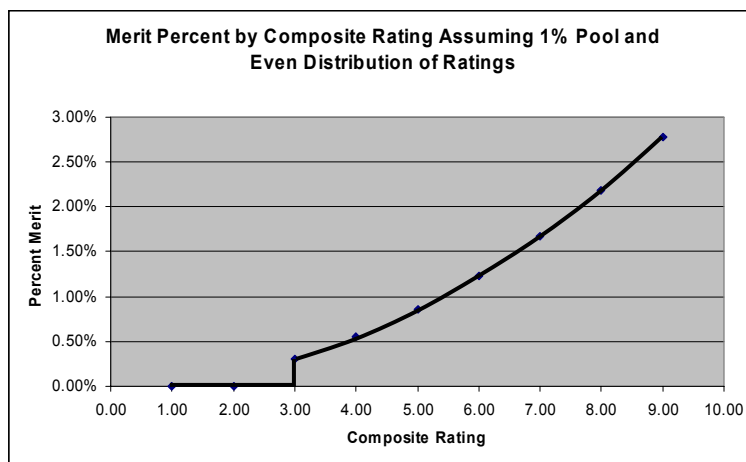
Merit pay is then computed as a function of the individual's composite rating and their contribution to the merit pool using the following formula:

$$\text{\$Merit}_i = \frac{\text{CR}_i^2 \times \text{PS}_i}{\sum (\text{CR}_i^2 \times \text{PS}_i)} \times \text{MP}$$

Where:

- \$Merit_i = Dollars of merit increase for the individual for the upcoming year.
 - CR_i = Composite Rating is the individual's composite rating, or zero if the composite is less than 3.
 - PS_i = Proportion Salary is the individual's base salary divided by the total faculty base salaries for the department.
 - MP = Merit Pool is the total department base salaries times the Merit Rate for the year as stipulated in the AAUP Collective Bargaining Agreement.
- The summation (Σ) is across all faculty members (tenured, tenure track and full-time continuing instructors) in the Department of Business Administration.

The merit pay computations result in percentage increases such that individuals with identical scores and weights receive identical percentage increases. The graph below illustrates the impact of this merit metric.



This document may be altered by the Department Chair, subject to ratification by majority vote of the faculty members not on leave and otherwise eligible to vote and approval by the College Dean and University Provost.

**Department of Business Administration
Appraisal Period Workload Worksheet**

Faculty Name: _____

Appraisal Period February 1, 20__ through January 31, 20__

TERM	MONTHS	RESEARCH	TEACHING	SERVICE
Spring Term	9	___ % RS	___ % TS (#credits x 8.33%*)	___ % SS
Fall Term		___ % RF	___ % TF (#credits x 8.33%*)	___ % SF
Optional Summer Research term (See paragraph 8 of Workload Policy)	For # ___ months (SRM)	___ % RJ		
COMPOSITE FOR THE EVALUATION PERIOD	Σ months = ___	___ % Research	___ % Teaching	___ % Service

COMPUTATION OF COMPOSITE WORKLOAD FOR THE EVALUATION PERIOD:

Compute the total number of months for the evaluation period (TM). If the Optional Summer Research Term is not used this will be 9, otherwise it will be 9 + the number of months declared for the Summer Research Term.

$$9 + \text{___ SRM} = \text{___ TM}$$

1. The % Research for the Evaluation Period is calculated as:

$$\{[(\text{___}\%RS + \text{___}\%RF)/2 \times 9] + \text{___}\%RJ \times \text{___ SRM}\} / \text{___ TM} = \text{___}\% \text{ Research}$$

2. The % Teaching for the Evaluation Period is calculated as:

$$[(\text{___}\%TS + \text{___}\%TF)/2 \times 9] / \text{___ TM} = \text{___}\% \text{ Teaching}$$

3. The % Service for the Evaluation Period is calculated as:

$$[(\text{___}\%SS + \text{___}\%SF)/2 \times 9] / \text{___ TM} = \text{___}\% \text{ Service}$$