

Discussion of potential guidelines for annual merit reviews in A&S
Presented by the A&S Faculty Affairs Committee for discussion
March 7, 2023

For discussion only: not a proposal, not a vote, not a decision

The Faculty Handbook (Section III.C) gives to departments and programs the right to their own merit review procedures, although those must be approved by the Dean, Provost, and Procedural Review Committee. The Faculty of Arts & Sciences may want to agree upon guidelines or best practices that all departments and programs will follow when revising their own procedures.

Therefore, the A&S Faculty Affairs Committee requests faculty discussion of the following tenets of a potential annual merit review process:

1. Evaluation criteria that reflect the contracted professional expectations for, and lived experiences of, all TTE and ToR faculty within the unit that are related to the duties laid out in faculty contracts and appointments
2. Participation of a rotating or elected faculty committee
3. Regular and substantial reporting out to the entire faculty on evaluation results
4. Mechanisms for feedback to faculty on evaluations and avenues for improvement
5. An appeal process
6. Clear guidelines for evaluation of performance when a faculty member has been on leave for part or all of the year under review so that they are not advantaged or disadvantaged during merit review for that period
7. Standards and procedures for electing flexible merit options to align with elevated investment in research, teaching, or service obligations than is usual for a position
8. A distribution of scores (on the scale from 0 to 15) that reflects the range of faculty accomplishment. The entire range need not be used. But if two annual reports would be interpreted by any reasonable third party to reflect substantially different levels of accomplishment, then those two annual reports should receive different scores.