

2010 Faculty Merit Raise Procedures

President Machen is again providing a pool of funds for merit increases for UF faculty. The administration of the Libraries, in consultation with the officers of the University of Florida Library Faculty Assembly (UFLFA), has developed a methodology for allocating these funds. This methodology is unchanged from what was developed with the UFLFA and presented to the library faculty in 2008.

As was the case in 2008, President Machen has provided the funds for merit increases. While sympathetic to the lack of a recent cost of living adjustments for library faculty, the Libraries is obliged to consider the intent of this funding and, therefore, will continue to differentiate meritorious service and accomplishment levels from normal achievement.

Library faculty members are rated on three performance criterion: Professional Responsibility, Professional Development and Scholarship, and Professional Service.

Professional Responsibility is considered the primary criteria as it relates to the fulfillment of the individual's primary job responsibilities and accounts for the majority of the assignment for all library faculty. Faculty members are evaluated annually on all three criteria and receive ratings of "Exceeds Expectations", "Meets Expectations," or "Does Not Meet Expectations" in each category.

The two minimum requirements for qualification for a merit increase remain:

- a rating "Exceeds Expectations" in the area of Professional Responsibility, and
- no rating of "Does Not Meet Expectations" in either of the other areas.

Beyond this minimum threshold for qualification for receiving merit funds, faculty members who have also received "Exceeds Expectations" in Professional Development and Scholarship, and/or Professional Service are eligible for a higher merit pool allocation.

The allocation levels are described in the following table. Statistics for those qualifying at those levels are also indicated.

	Merit Allocation Level	% of all library faculty eligible
Exceeds Expectation ratings in all three categories	Highest	29
Exceeds Expectation ratings in two out of three categories (Professional Responsibility and one other category)	Second Highest	26

Those who Exceed Expectations only in Professional Responsibility	Third Highest	12
	Total % receiving merit raises	67

The allocation of the merit funds will be at a percentage of the faculty member's salary. The percentage for each merit allocation level is depicted in the following table.

	Merit Allocation Level	Anticipated %
Exceeds Expectation ratings in all three categories	Highest	6
Exceeds Expectation ratings in two out of three categories (Professional Responsibility and one other category)	Second Highest	5
Those who Exceed Expectations only in Professional Responsibility	Third Highest	4

The purpose of this process is to equitably acknowledge meritorious service. Accordingly, chairs and unit heads have been directed to report any anomalies with the annual evaluation and/or any other mitigating factors or special considerations that should be taken into account in regards to an individual faculty member's merit allocate on.

Per university policy, in-unit and out-of-unit faculty raise pools will be segregated from each other. Per library policy, the funding for the HSCL and the University Libraries will be segregated from the other.