Merit Policy

Knight Foundation School of Computing & Information Sciences

Purpose: Merit Policies are intended to articulate a method of distribution when merit monies are awarded to the department for distribution. Merit is based on the faculty member's annual evaluation. In other cases, merit distribution will be dictated by the CBA.

Eligibility Criteria: Eligible faculty are those whose overall annual evaluations are "good" or better, cannot have an evaluation of "unsatisfactory" in any assigned area, and in accordance with conditions articulated in the CBA.

Procedure/Method of Distribution:

1. Principles
   a. Merit raises/bonuses for faculty in the Knight Foundation School of Computing and Information Sciences (KFSCIS) are based on the principle that faculty members should be evaluated based on the percentage of their assignment in the areas of teaching, research, service, and/or administration.
   b. When more than one year has elapsed since the previous merit raise/bonus, the evaluation of performance should consider more than just the last year's performance. The exact "lookback" period is defined below in (3). Also, faculty should not be penalized for non-evaluated leaves such as FMLA, Parental, Sick, Compulsory, Administrative, Bereavement, or Unpaid.
   c. The faculty acknowledges that the success of KFSCIS is a result of the meritorious efforts of the entire faculty and therefore believes that all eligible faculty members should be recognized with a merit raise/bonus.
   d. The decision of how merit raises/bonuses are distributed shall be made by the KFSCIS Director in consultation with the Associate Director, governed by the provisions below.
2. The basis for the merit raise/bonus decision is the annual faculty evaluation and weighted percentage of the faculty assignment.
3. If more than one academic year has elapsed between the current availability of a merit raise/bonus and the most-recent previous merit raise/bonus, then the equally weighted average of all annual faculty evaluations since that previous year shall be considered in deciding the current merit raise/bonus, up to at most the last three years' evaluations.
4. In recognition of Principle 1.c above, one-third of the merit raise/bonus pool shall be divided equally among all faculty members who are eligible, under the terms of the Collective Bargaining Agreement, establishing a "floor" merit raise/bonus for each eligible faculty member.
5. The remaining two-thirds of the merit raise/bonus pool shall be used to increase some merit raises/bonuses above the "floor" amount. Such increases to merit raises/bonuses may be allocated in any manner consistent with provisions 2 and 3 above, subject only to the constraint that at least 30% of eligible faculty members will receive an increase.

6.   For an eligible faculty member who was not employed at the beginning of the period described in provision 3 (i.e. recently hired faculty), the amount of the actual merit raise/bonus may be reduced as appropriate.

If implementing the procedure above conflicts with the superseding requirements of the university, including the CBA, the Director shall make best efforts to distribute funds complying with those superseding requirements, while minimizing deviation from the above stated unit procedure.

Recommended for Approval by the Department: 12/19/2025
Approved by the Dean: 12/21/2025
Approved by Provost Faculty Leadership & Success: 01/12/2026