

# ARKANSAS TECH UNIVERSITY BOARD POLICY

Policy Number: 304

Subject: Merit Pay Policy

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Date Adopted: June 1998

Revised: \_\_\_\_\_

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In the event that merit salary funding is established in a given fiscal year, the following guidelines will apply.

## **Definition:**

Merit pay is defined as a salary increase to base pay for meritorious performance of professional duties and activities within a given year of service. By definition, merit pay is intended to exclude the concept of one-time bonuses. It is not intended that everyone evaluated for merit will receive a merit salary increase.

## **Eligibility:**

1. The full-time tenure track faculty of Arkansas Tech University shall be eligible for merit pay consideration.
2. Merit pools will be allocated to each School within the University. Deans will work with Department Heads in allocating the funds to the various departments.
3. Eligibility for consideration for merit pay will be based on the annual performance review of the faculty, already established in the Arkansas Tech University Faculty Handbook. Department Heads will reduce the areas of teaching, research, and service to one evaluation number for merit pay consideration. No faculty member will be considered for merit pay with a lower overall number than 4, and lower than a 4 in the area of teaching.

## **Salary Distribution:**

Salary increments for merit are recommended by the Department Head, forwarded to the Dean of the School for review and further recommendation, and then forwarded to the Vice President for Academic Affairs.