

WEBER STATE UNIVERSITY
Performance Compensation Application

Name:

Application Year:

Year of Rank:

**Year of Previous
Performance Salary
Increase:**

Please provide a brief narrative in each of the sections below outlining your professional accomplishments of the past five years related to teaching, scholarship, and service. Please limit your application to no more than five pages total.

Teaching

Scholarship

Service

Application Guidelines and Instructions (Do not print or include with application.)

1. All tenured faculty members who have held the rank of professor for at least five years and have not received the performance salary increase during the previous five-year period will be eligible to apply. (Only those tenured faculty members that have held the rank of professor for fifteen years or more will be invited to apply in the initial year of this program.)
2. Criteria for earning the performance salary increase will mirror university requirements for promotion from associate professor to professor. Application will consist of a completed performance compensation application form, not to exceed five pages, reflecting the applicant's professional achievements in the areas of teaching, scholarship, and service during the five-year period immediately preceding the application.
3. Applications to be considered for a performance salary increase will be due to the applicant's department chair by January 31, with the pay increase for successful applicants to take effect the beginning of the next fiscal year.
4. The applicant's chair and dean will review the application and make a recommendation to the provost. The provost will make the final determination of award.
5. Funding of the performance salary increase will be from money specifically intended to reward performance and merit, and will not be drawn from funds obtained to address cost-of-living increases or equity adjustments.
6. Because funding is likely to vary from year to year and total funds available to support performance compensation in a particular year cannot be anticipated before applications are due, the number of faculty that receive a performance salary increase in a given year will be limited to no more than the number whose applications can be fully funded. Should there be a greater number of meritorious applicants than available funding can support, awardees will be randomly chosen from the pool of meritorious applicants for that year. Meritorious applicants that do not receive the performance salary increase in the funding cycle for their application due to lack of sufficient funds will receive the salary increase as soon as funding becomes available.

See the WSU Policies and Procedures Manual Section 8-11 for specific requirements related to promotion from associate professor to professor. Below are some suggestions of activities that you may wish to include in your application. Please limit your application to activities of the most recent five years.

Teaching Activities:

- A. List briefly your efforts to improve student learning, your teaching, or department courses or curricula during the report period (*e.g., these might include significant improvements, innovations, or revisions to your courses, implementation and testing of new materials or pedagogies, development of new courses, or activities that improved or updated programmatic curricula within your department*). Briefly describe the significance or impact of your efforts, whether they were successful or unsuccessful, and on that basis, how you plan to continue or modify these in the future.
- B. Provide information about other educational activities (*e.g., mentoring undergraduate research, internship direction, student teacher supervision, educational workshops facilitated or attended, directed readings, or involvement with Honors or BIS programs or courses*). Describe the efforts and the results.

Scholarship Activities:

Provide information about the following (describing appropriately: 1) in cases listing multiple authors or where you contributed but were not listed as the first author, your contribution to the work, and 2) your work with students that led or contributed to any of the following):

- A) Publications or manuscripts. Provide citations, and whether “published,” “in press,” or “submitted or in review.” Manuscripts “in preparation” should not be listed. Describe the significance of the contribution.
- B) Textbooks or textbook revisions. Provide a citation, and whether “under contract” or not. Describe the significance of the book to the intended audience. If you writing a book, indicate which chapters were completed during the report period. If you are revising a text, indicate the percentage of the book that was revised during the report period.
- C) Presentations at professional meetings. Provide an appropriate citation, discuss the significance of the meeting, the process of peer-review of submissions (*if appropriate*), and indicate if invited to present your work.
- D) Attendance at professional meetings. Describe the significance of the meeting and what outcomes resulted from your attendance.
- E) Internal grant activities. Provide citations for any grant proposals submitted (*including purpose and amount requested*), and indicate whether the proposal was funded (*including amount granted*). For ongoing grants, briefly describe activities for the previous year.
- F) External grant activities. Provide citations for any grant proposals submitted (*including agency and program to which submitted, and amount requested*), and indicate whether the proposal was funded (*including amount granted*). For ongoing grants, briefly describe activities for the previous year.
- G) Other activities. These might include, for example, participation in workshops or short courses that could improve your research or funding potential. Describe the activities and the results.

Service Activities:

Provide a brief description of all activities in which you rendered service in any of the following categories:

- A) Professional service. Describe your role and your contributions or impact in activities related to your profession. These might include, but are not limited to: chairing a professional organization, service on a board in a professional society, serving as a peer reviewer (*e.g., journals, textbooks, or external granting agencies*), serving as a member of MS or PhD committees at other institutions, or serving as a reviewer of a program external to Weber State University.
- B) Institutional service. Describe your role and your contributions or impact in activities related to any committees, task forces, advisory boards, clubs, etc., related to the following institutional areas:
 - 1) University
 - 2) College
 - 3) Department

- C) Community service. Describe any significant involvement in community service activities related specifically to your discipline (*e.g., disciplinary presentations to K-12 students, involvement in Science Fair or Science Olympiad activities, etc.*). You may also describe any significant involvement in non-disciplinary community service activities that might be related to the educational mission of Weber State University (*e.g., promoting theater arts at WSU, etc.*).