

**Assessing Merit Plan for Tenure/Tenure Track Faculty
of the Department of Geographical Sciences**

A. Criteria for Assessing Merit

Criteria for Identification of Meritorious Activities

A.1 Research

Activities in five areas shall be considered for development of the TTTFM Merit Ranking:

a. Articles or books published

A TTTFM can only count an individual publication once for Merit evaluation purposes, during the year when the article was actually published. This restriction applies to articles where a TTTFM's student is the first author of an article (e.g., this article can be counted for Research or for Teaching and Mentoring, but not for both).

The rank of the TTTFM shall be taken into consideration, with expectations being higher for Professors and Associate Professors than for Assistant Professors.

While the total number of publications should be considered, more important are:

1. The number of articles in highly ranked venues in the TTTFM's discipline.
2. The number of articles where the TTTFM was first author, primary contributor, or the PI on the grant that supported the research presented in the publication. (Note: In order for a published article to be considered for merit review purposes, the TTTFM must explain her/his role in each article that was published in the year being reviewed. Articles without such an explanation shall not be considered for the purposes of merit review.)

b. Grants

The number of new research grants during the previous year, with those from outside the University being the most important. Other factors that the TTTFM can put forward for consideration include the awarding of large grants or the competitiveness of the review process when grants were awarded.

c. Presentations

Invited presentations or talks at scientific conferences, workshops, or other venues deemed important by the TTTFM. While invited talks are normally expected for Full Professors, a large number of invited talks or presentation of a keynote address at a major scientific meeting may be considered as meritorious.

d. *Major awards*

Awards or fellowships that recognize the TTTFMs contributions.

e. *Other Activities*

In addition to the above areas, a TTTFM may include other activities carried out during the previous year that they feel deserve consideration for their Merit Ranking in Research.

A.2 Teaching, Advising, and Mentoring

Activities in seven areas shall be considered for development of the TTTFM Merit Ranking: a. *Advising of PhD students*

While the total number of committees that the TTTFM is serving on should be considered, the following are considered more important areas for consideration

1. Number of PhD advisees for whom the TTTFM is the primary advisor advancing to candidacy or graduating.
2. Number of PhD students for whom the TTTFM is the primary advisor that were awarded a grant or fellowship, or published a first-authored, peer-reviewed article (see A.1.a above for limitations on consideration of first-authored, peer-reviewed articles by an advisee).

b. *New or redesigned courses*

1. Developing an entirely new course (note: seminars do not count), including receiving a grant for developing a new course.
2. Re-designing an existing course that the TTTFM had not previously taught (note: seminars do not count).

c. *Receiving a teaching award*

d. *Exceptional course evaluations*

e. *Directing a research internship for an undergraduate student (including honor students)*

f. *Additional teaching beyond the normal course load*

Consideration should be given to TTTFM who volunteer to teach a course that is in addition to their normal course load, either to fill in for an unexpected absence of another faculty member, or to provide a course that is needed to provide a balanced curriculum for the Department.

g. *Other Activities*

In addition to the above areas, a TTTFM may include other activities carried out during the previous year that they feel deserve consideration for their Merit Ranking in Teaching.

A.3 Service

Activities in five areas shall be considered for development of the TTTFM Merit Ranking:

a. Department or Campus service

The following activities are considered to be important:

1. For Associate Professors, serving as a Chair of a Department Committee
2. Serving as Chair of a campus- or college-level committee, task force, or working group

b. External Scholarly and Academic Activities: Committees and Programs

The following activities are considered to be important:

1. Elected leadership positions or committee leadership positions in professional organizations (e.g., the American Association of Geographers)
2. Appointment to state and federal committees, including grant review panels
3. Membership on National Research Council Committees or similar international committees
4. Participation in activities for international organizations or programs

c. External Scholarly and Academic Activities: Refereed Publications

The following activities are considered to be important:

1. Being appointed Editor or Associate Editor of a highly ranked journal in the TTTFM's discipline
2. At all levels, reviewing a large number of articles during the previous year

d. Collaboration and Visibility

The following activities are considered to be important:

1. Increasing the visibility of the department through the national or international media.
2. Development of new collaborations with other academic, governmental and business units both

on and off-campus that have resulted in collaborative endeavors e.g. publications, research proposals or other outputs in the previous year.

e. Other Activities

In addition to the above areas, a TTTFM may include other activities carried out during the previous year that they feel deserve consideration for their Merit Ranking in Service.