4 FACULTY COMPENSATION

4.1   Faculty Workload

The criteria for awarding annual merit salary increases are similar to those used by the department for promotion and tenure. These are excellence in research, teaching, and service. The items that are used to assess the faculty contributions to these three areas are listed below in Section 4.2 (Faculty Activity Report). The contribution of each of these three areas to the salary increase is based on the assumption that, on average, each faculty member's workload in the department is distributed as follows:

Research	50%
Teaching	40%
Service	10%

Clearly, some faculty members devote more of their time towards teaching and/or service. In these cases, the relevant percentages are adjusted accordingly.

Decisions regarding salary increases are based on the essential data outlined in Section 4.2. Through such vitae, the Department Head, in consultation with the Associate Head, assesses each faculty member's contribution to departmental excellence and determines the salary increase.

Since an Associate Head, Director of a Departmental Research Center, and the Chairs of the Graduate, Undergraduate, and Faculty Search Committees are in charge of vital service functions, the service component of the salary increase is higher than the above fraction of 10%.

4.2   Faculty Activity Report

Templates for the annual activity report are available by logging in to the Computer Science Portals site. Each faculty member is expected to provide this data to the Department Head each year by the first Friday in March.