

Center for Jewish Studies  
Salary Merit Guidelines  
DRAFT  
March 2023

I/ Procedures: Merit Raises for faculty and instructors with salary lines in the Center for Jewish Studies will be based on the University of Florida's Annual Activities Report submitted to the director each April.

Faculty should be sure to list all activities in correspondence with AAR categories but also in correspondence with the rubric at the end of this document. If a given activity does not fit neatly into an AAR category, then the faculty member can list it in the "other research or scholarly achievements" category.

Together with the Director of the Center for Jewish Studies, the Advisory Committee for the Center will, before the end of spring semester, evaluate faculty AARs using the rubric at the end of this document as a guide. Together with the Director, the Advisory Committee will assign numerical scores to each faculty member based on this rubric.

Following evaluation, the scores will be calculated down to a single numerical score from 1-10 based on weighted average (scholarship 40%, teaching 40%, service 20%).

The Director has overall authority concerning merit raises. The Director also has discretion within the rubric below.

II/ Categories of Merit: In general, the categories of merit will be evaluated as follows, with specifics provided in the rubric.

Teaching:

Exceptionally meritorious teaching means demanding and innovative classes which include intensive reading (150-200 pages a week), writing (6,000 words over the course of the semester) and/or innovative assignment projects such as interviews, podcasts, and so on. It also means going above one's courses to work one-on-one with undergraduates in the university scholars program, the CLAS scholars program, or on honors theses. It means graduate mentorship as well in the form of advising, directed study classes, reading thesis chapters, and so on. Finally it can mean the development (and acceptance as permanent by the University Curriculum Committee) of new courses and the development and acceptance of exceptional programs such as study abroad.

Highly meritorious teaching would mean the same types of courses, the mentoring of undergraduates and/or graduates on a lesser scale, and the development or updating of courses on a lesser scale, meaning the development of a single courses or the development of courses as special topics courses (3930s) rather than permanent UCC-approved courses.

Meritorious teaching signifies the teaching of quality classes as reflected in student evaluations with some measure of innovation in teaching.

Satisfactory teaching signifies general competence without innovation in courses that have already been taught.

Research:

Exceptionally meritorious research means the publication of a peer reviewed monograph with a university or major trade press.

Highly meritorious scholarship means the publication of an edited volume, meaning a volume of conference essays or an edited set of documents. It includes the publication of more than one article/book chapter in peer reviewed journals and/or peer reviewed edited volumes. These publications should be distinct from one another. This category can also include the winning of prestigious grants in or outside of the US and/or prizes for already-published books and/or articles.

Meritorious scholarship includes a single article/book chapter published in a peer-reviewed journal or edited volume, a number of minor publications such as newspaper or magazine essays, encyclopedia entries, and/or book reviews. It also means multiple papers delivered at major national meetings, as well as the submission of grant proposals.

Satisfactory scholarship refers to smaller publications such as book reviews and op-eds that are not necessarily peer reviewed, and/or a single paper presented at a national conference. It also refers to applications for in-university research funding and travel funding related to research and presentation.

Service:

Service is important to the Center, both in the form of direct service to the Center and service to the field of Jewish Studies nationally internationally.

Exceptionally meritorious service concerns serving on the most important and time consuming committees, such as those conducting a search for the Center, and the building of relationships with programs in the US or other countries which raise the national and international profile of the Center.

Highly meritorious service includes the organization of Center events on campus including conferences, symposia, films, or individual speakers. It also includes administrative work such as the overhauling of academic programs and the development of new programs such as certificate programs. Service to the field also counts, ranging from editorships of journals in the field, heading major academic organizations, and service on grant committees.

Meritorious service involves smaller tasks including some measure of help with fundraising activities, service on Center committees that involve a lesser commitment of time, and service on editorial boards of journals or book series.

Satisfactory service involves more minimal tasks that are not insignificant but do not advance the mission of the Center appreciably

III/ Rubric for use by the Director and Advisory Committee

| Category Rating                                     | Research (40%)                                                                                                                                                                                                                                                  | Service (20%)                                                                                                                                                                                                                                                                                                                                          | Teaching (40%)                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Exceptionally Meritorious</b><br><br>9-10 points | Publication of sole-authored, peer-reviewed monograph.                                                                                                                                                                                                          | Significant, time-consuming committee work including Center search committees, major committees in home departments such as graduate committees or search committees; national and international service to Center including the building and maintenance of connections with other programs which raises profile of Center                            | Reading/writing intensive courses<br>Heavy undergraduate mentoring (2 or more USP, CLAS scholars, Honors students)<br>Heavy graduate mentoring (3 or more MAs and Ph.D.s)<br>Development of study abroad programs<br>Approval of new course by UCC or development of multiple new classes |
| <b>Highly Meritorious</b><br><br>7-8.9 points       | Publication of edited volume, co-authored book, major textbook, or collection of documents.<br>Publication of multiple and distinct journal articles or peer reviewed book chapters;<br>significant fellowships and grants;<br>significant book/article prizes. | Service to Center including conference or symposium organization; organization of multiple public events, building or overhauling Center academic programs or Center procedures. Service to profession as editor of a journal, head of major academic organization, service on grant committees, service on graduate committees at other universities. | Undergraduate mentoring (1 USP, CLAS Scholar or Honors student)<br>Graduate mentoring (1-2 MA or Ph.D. students)<br>Development of a new course or major overhaul of an older one<br>Invitations to guest lecture for classes at other universities                                       |
| <b>Meritorious</b><br><br>5-6.9points               | Article in professional journal, significant invited talks, exceptional number of minor publications; multiple papers delivered at national meetings; submission of national or international grant proposals.                                                  | Help with fundraising, service on smaller Center committees, service on journal editorial boards, service on committees of major academic organizations.                                                                                                                                                                                               | Good teaching evaluations, innovations in classroom teaching and assignments.                                                                                                                                                                                                             |
| <b>Satisfactory</b><br><br>1-4.9 points             | Minor publications (book reviews; op-eds and other opinion pieces besides blogs; one paper delivered at national professional meeting, press interviews on scholarly matters; submission of university and college grant proposals.                             | Performance of normal responsibilities for Center such as smaller committees.                                                                                                                                                                                                                                                                          | Competent to good teaching as reflected in evaluations.                                                                                                                                                                                                                                   |