

Department of Music
2016 Selective Salary Process
Timetable and Materials for Review

February 11	Distribution of Provost's Guidelines to Faculty and Academic Staff (these are electronic pdf documents). All documents will be posted in a Selective Salary folder on the Music Faculty website.
February 12	Election of Faculty Salary Committee (see below)
March 8	Faculty submit the following to the Department in hard copy: 1. An updated WSU Professional Record Form, 2. A narrative of annual accomplishments, 3. A summary of the last (3) years of the faculty member's activities, a presentation of current activities, and what results are expected from these activities, and 4. Other materials for committee review (not required).
March 22-April 8	Salary Committee meets to conduct review
April 13	Committee recommendations due to College

Materials to be used for Annual Faculty Selective Salary Review

- (a) An updated Professional Record Form (Faculty supplied; required)
- (b) A summary of the teaching evaluations [SET] for the last THREE year (Department supplied; required);
- (c) A summary of the last (3) years of the faculty member's activities, a presentation of current activities, and what results are expected from these activities
- (d) 1-2 page narrative of annual accomplishments in Teaching, Research/Creative and Service for the period August 1, 2015 through July 31, 2016 (Faculty supplied; at the request of previous Salary Committees, this is required).

2016 Faculty Salary Committee: College Faculty Salary Committee: Noah Horn, Russell Miller, Abigail Butler, Karl Braunschweig, Norah Duncan IV (chair with vote)

Represented Academic Staff must submit an updated Professional Record Form and 1–2 page narrative by March 15, 2016.