

Department of Statistics & Actuarial Science Annual Evaluation Standards & Procedures

The purpose of this document is to provide standards associated with the criteria regarding annual evaluations in the Department of Statistics & Actuarial Science. Annual Evaluations will be based only on those areas in which there is an assigned percentage of time.

In each area listed below points will be awarded for activities related to that particular category. However, to avoid the possibility of one area having excessive influence on the overall score, any individual area score of 18 or more will be truncated to 18. The overall score will be obtained from a weighted average of the point totals from Section I to III with the weights equal to the assigned proportion of time.

I. Teaching

For each course taught, 1 to 5 points will be given based on the quality of the syllabus, course related materials, course related webpage, laboratory materials (if applicable), student evaluations, and peer evaluations (when available).

Additionally, for each new course developed, each course taught for the first time or each course involving a significant revision, 0 to 2 will be given based on the time and effort devoted to development, first time preparation or revision.

Additionally, 1 to 3 points will be given for each research report supervised based on the quality of the completed report.

Additionally, 1 to 5 points will be given for each thesis supervised based on the quality of the completed thesis.

Additionally, 1 point will be given each supervisory committee of which you are a member.

Additionally, 1 point will be given for each independent study or intern supervised.

Additionally, 1 point will be given for each GTA mentored where the GTA is assigned as the teacher of record for a section of a course with an STA prefix.

Additionally, 1 point per 10 students assigned will be given for those involved in advisement.

Additionally, 12 points will be given for each TIP (Teaching Incentive Program) or comparable teaching award received.

The total points (X) will be computed and a rating will be assigned according to the following ranges:

Rating	Range
Outstanding	$12 \leq X \leq 18$
Above Satisfactory	$8 \leq X < 12$
Satisfactory	$5 \leq X < 8$
Conditional	$2 \leq X < 5$
Unsatisfactory	$X < 2$

II. Research

For each paper presented at a state, regional or national conference, 1 to 5 points will be given based on the stature of the conference and the nature of the participation (contributed versus invited).

Additionally, 2 points will be given for each paper presented at the department's or another research institution's weekly colloquium.

Additionally, 2 points will be given for each paper submitted to a refereed journal or refereed conference proceeding.

Additionally, 1 to 10 points will be awarded to an article accepted to a refereed journal or refereed conference proceeding based on the quality of the journal or conference and the number of coauthors.

Additionally, 1 to 10 points will be awarded for the production or revision of graduate level textbooks or influential upper division textbooks based on their adoption at other universities, their influence as measured by citation indexes or their recommendation as a reference textbook by professional societies.

Additionally, 1 to 5 points will be given for passing Society of Actuaries (SOA) or Casualty Actuarial Society (CAS) certification examinations based on the level of the examination.

Additionally, 2 points will be given for each grant proposal submitted.

Additionally, 1 to 10 points will be given for each newly funded grant proposal based on the amount of funding, the level of participation and the stature of the funding agency.

Additionally, 1 to 5 points will be given for participation on a previously funded grant based on level of participation.

Additionally, 12 points will be given for each RIA (Research Incentive Award), SoTL (Scholarship of Teaching and Learning) or comparable research award received.

The total points (X) will be computed and a rating will be assigned according to the following ranges:

Rating	Range
Outstanding	$12 \leq X \leq 18$
Above Satisfactory	$8 \leq X < 12$
Satisfactory	$5 \leq X < 8$
Conditional	$2 \leq X < 5$
Unsatisfactory	$X < 2$

III. Service

For each departmental committee 1 to 3 points will be given based on the level of participation and the results achieved.

Additionally, for each college or university level committee a score of 1 to 5 will be given based on the level of participation and the results achieved.

Additionally, 2 points will be given for each paper refereed.

Additionally, 1 point will be given for each membership on the editorial board of a refereed journal.

Additionally, 1 to 5 points each will be given for membership on state, regional, national or international committees or boards of professional societies based on level of participation and results achieved.

Additionally, 0 to 2 points will be given for public relation activities related to the mission of the University.

Additionally, 0 to 2 points each will be given for workshops or conferences organized based on level of participation.

Additionally, 0 to 5 points will be awarded for consulting activities based on level of effort.

Additionally, 5 points will be awarded for service as undergraduate coordinator for the actuarial science program.

Additionally, 5 points will be awarded for service as undergraduate coordinator for the statistics science program.

Additionally, 10 points will be awarded for service as graduate coordinator.

The total points (X) will be computed and a rating will be assigned according to the following ranges:

Rating	Range
Outstanding	$12 \leq X \leq 18$
Above Satisfactory	$8 \leq X < 12$
Satisfactory	$5 \leq X < 8$
Conditional	$2 \leq X < 5$
Unsatisfactory	$X < 2$

IV. Other University Duties

Other university duties are occasionally assigned for special activities such as administrative duties or other special projects. Since the nature of these assignments is variable no attempt is made to specify evaluation in proportion to the total amount of time the assignment is weighed in the annual assignment form.

Overall

An overall score (Y) will be obtained from a weighted average of the point totals from Section I to III with the weights equal to the assigned proportion of time p_I , p_{II} and p_{III} . In the event that a proportion of time is assigned to Section IV, i.e., $p_{IV} > 0$, the weights p_I , p_{II} and p_{III} will be rescaled by $1/(1 - p_{IV})$ so that they sum to 1. A rating will be assigned according to the following ranges:

Rating	Range
Outstanding	$12 \leq X \leq 18$
Above Satisfactory	$8 \leq X < 12$
Satisfactory	$5 \leq X < 8$
Conditional	$2 \leq X < 5$
Unsatisfactory	$X < 2$