

**James Madison University**  
**Department of Computer Science**

**Faculty Evaluation and Merit Pay Procedures and Forms**

**October 16, 2009**

# Overview of Faculty Evaluation and Merit Pay Calculation

## *Annual Faculty Evaluation*

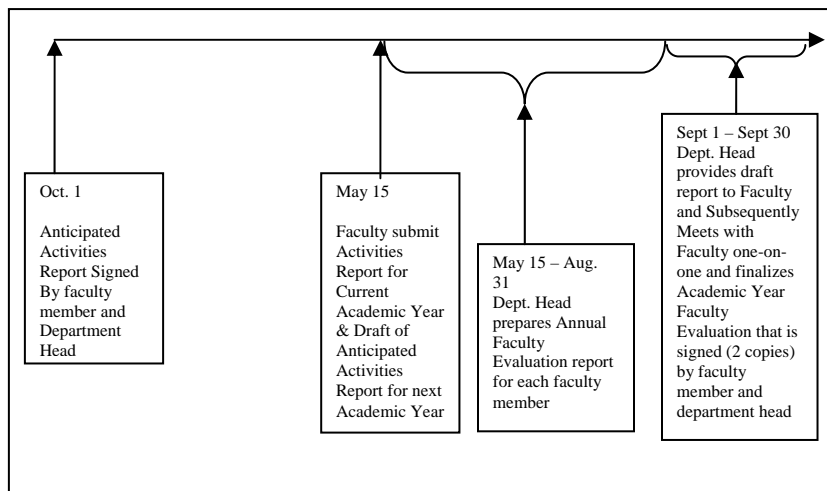
Annual faculty evaluation in the Department of Computer Science follows the JMU Faculty Handbook. In mid-May of each academic year, each faculty member submits a Faculty Activities Report for the year and a draft of the Anticipated Activities Report for the next academic year to the Department Head (see Attachment I for report templates.).

Using the information in the faculty activities reporting form, any supplemental documents (e.g., course syllabi, grant proposals, publications, etc.) that faculty choose to submit to the department head and the planned activities report for the academic year, the department head evaluates each faculty member. The performance rating (excellent, satisfactory, unsatisfactory) in each of the area (Teaching, Scholarly Activities and Professional Qualifications, and Service Activities) is determined using the approved CS Faculty Evaluation Criteria (see Attachment II).

From mid-May until the end of August, the department head prepares a draft annual evaluation report for each faculty member. As specified by the *JMU Faculty Handbook*, the department head has a one-on-one annual evaluation meeting with each faculty member prior to October 1 of the next academic year. A draft of the annual evaluation report is provided to the faculty member at least one day in advance of this meeting.

The department head and the faculty member discuss the draft evaluation letter as well as the planned activities for the new academic year. Based on the discussions held during the meeting, the evaluation report and the planned activities report are finalized and the faculty member and department head each sign and date these reports. There are two signed originals of each, one is given to the faculty member and the other is filed in the faculty member's personnel file. Prior to being filed, a copy of the signed evaluation and planned activities reports is made and placed in an annual faculty evaluation notebook that is submitted to the dean of the College of Integrated Science and Technology for his or her review. The dean signs a form indicating the evaluation reports have been reviewed and the notebook is returned to the Department and stored in a cabinet with all previous evaluation notebooks (since 2001-2002).

The figure below provides the schedule for faculty evaluation activities for each academic year.



### ***Evaluation for Promotion and Tenure***

Evaluation for promotion and tenure is based on the annual faculty evaluations completed since the faculty member was hired or last promoted. Promotion and/or granting of tenure requires *consistent* excellent performance in at least one area for promotion to associate professor or the granting of tenure, and in at least two areas for promotion to professor. Excellence in teaching is very important in the decision to grant tenure to a faculty member.

### ***Merit Pay***

Merit pay calculations uses an algorithm that is based on a “sliding window” of the most recent four years of faculty evaluations. For faculty members who have been at JMU less than four years, less than four years of evaluations are used in the calculation.

### **Documents**

Documents used for faculty evaluation and merit pay calculation are described below and attached to this document.

#### ***Annual Faculty Activities Reporting Form (Attachment I)***

The Computer Science annual faculty activities reporting form is organized to match the faculty evaluation criteria. Faculty members complete the form with all their activities for the year and submit it by mid-May of each academic year. A faculty member can also provide a self-evaluation if they choose to do so. (About 25% of the faculty members complete the *optional* self-evaluation).

#### ***Planned Activities Form (Attachment I)***

The Faculty Planned Activities Form for the next academic year is completed and submitted as part of the Annual Faculty Activities Reporting Form.

#### ***Faculty Evaluation Criteria (Attachment II)***

The current Computer Science faculty evaluation criteria were approved by the faculty in October 2006. It is used as the basis for determining the faculty performance rating (excellent, satisfactory, unsatisfactory) in each of the three evaluation categories.

#### ***Faculty Activity Statistics Reporting Form (Attachment III)***

Faculty members complete a Faculty Activity Statistics Reporting Form in order to 1) assist the department head in determining what evaluation criteria have been met and 2)

to make it easier to calculate statistics of faculty activities that are included the Department's annual report.

***Merit Pay Algorithm (Attachments IV and V)***

The current merit pay algorithm for the Department was approved on March 21, 2007. The attachments for merit pay include the merit pay algorithm and a spreadsheet printout that illustrates the method of calculating merit pay.

**Attachment I**  
**Department of Computer Science**  
**Faculty Activities Reporting Form for Academic Year 2008-2009**  
**Anticipated Activities for Academic Year 2009-2010**

Note: Please provide supporting materials (e.g., teaching assessments other than the end-of-semester course evaluations, letters from students, conference programs, research papers, etc.) preferably in electronic format (CD-ROM or e-mail).

In addition to completing this report, please “populate” the accompanying spreadsheet with the count of publications, research grants, etc. in the appropriate row of the spreadsheet. You can assign these to the correct column better than I can. I will merge your statistics into a spreadsheet for the entire department to get an overview of all departmental activities. This information is also used in completing the department’s annual report.

Please return your completed **Faculty Activities Reporting Form and the statistics spreadsheet via e-mail to Gwen by noon on Friday, May 8, 2009.** Supporting documents also should be submitted by e-mail if available; otherwise supporting documents should be submitted to Gwen on CD or paper.

**I. TEACHING ACTIVITIES**

If you wish, you may include a self evaluation for Teaching for 2008-2009:

Self Evaluation of Teaching: <input type="checkbox"/> Excellent <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory Basis for this self-evaluation rating:
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*(Note that I have the evaluation results for Fall 2008 and should have the evaluation results for Spring 2009 by mid-summer)*

List Courses Taught (Summer 2008 – Spring 2009) and ***attach the syllabus for each course taught.***

Course Number	Section	Semester	Number of Students	Student Evaluations (Y/N)


Comments about any or all of the courses you taught this year (unique approach, success stories, issues, etc.)

**Teaching Effort Group - Describe each of the activities listed below. (Insert “none” if you had no activity in any category below).**

1. Independent Studies and Honors Theses:

Independent studies that you supervised (*graduate and undergraduate – include project name, student name and the semester for each independent study*):

Honors theses that you supervised (*include the thesis name, student name and the semester for each thesis*):

2. MS theses that you supervised (*include the thesis name, student name and the semester for each thesis*)

3. Describe major role(s) in developing new courses, curricula, or programs (***attach documentation for each new course, curriculum, or program***).

4. Describe major role(s) in developing or implementing teaching innovations or significant course or program revisions

5. List and describe teaching workshops or other teacher development events that you attended or in which you participated. Include the date of the workshop or event.

6. Describe any government or foundation grant, award, or contract you received to fund teaching or course, curriculum, or program development

Describe your advising activities this past year (*number of advisees – graduate/undergraduate, average hours per week on advising, etc.*)

Describe other teaching-related activities:

## II. SCHOLARLY ACTIVITIES AND PROFESSIONAL QUALIFICATIONS

If you wish, you may include a self evaluation of Scholarly Activities for 2008-2009:

Self Evaluation of Service:  Excellent     Satisfactory     Unsatisfactory  
Basis for this self-evaluation rating:

**A. Scholarship Group - Describe each of the activities listed below. Include dates, names of workshops, conferences, books, articles, etc. (Insert “none” if you had no activity in any category below).**

1. Presented a paper or poster or served on a panel at a professional conference (*attach paper*)
2. Published in a non-refereed professional forum (*attach copy of the publication*)
3. Attended some scholarly gathering, such as a conference or tutorial
4. Presented research results at a faculty seminar or colloquium
5. Reviewed monographs, books, or articles for publication, or internal grant proposals for funding
6. Served on a grant review panel for a national professional organization (e.g., NSF, DoD, etc.)
7. Submitted a proposal for a government, corporate, or foundation grant, award, or contract to support research (*attach a copy of the proposal*)
8. Consulted outside the university in a way that increased the faculty member’s expertise
9. Produced artifacts demonstrating professional or scholarly expertise such as technical reports, questions for national standardized tests (e.g., the GRE), or fielded software products (*attach copy of reports, questions, etc.*)

10. Produced evidence of work in progress that will likely culminate in a scholarly contribution to the discipline or its pedagogy (*attach draft document(s)*)

11. Served as Principal or Co-Principal Investigator on a continuing grant (*List grant name, period, amount of grant, and funding organization*)

**B. Research Group - Describe each of the activities listed below. Include dates, names of conferences publications, books, articles, etc. (Insert “none” if you had no activity in any category below)**

1. Published a monograph or book in the past two years (*List title and publisher*)
2. Received a government, corporate, or foundation grant, award, or contract to fund research (*List grant name, period, amount of grant, and funding organization*)
3. Published a book review, book chapter, or encyclopedia article (*List title, and book*)
4. Published an article in a refereed journal or conference, or in some other refereed forum (*attach copy of article*)
5. Received a professional achievement or special recognition award (*List date, award name and organization*)
6. Presented an invited lecture or published an invited paper outside the university (*list details*)
7. Created and delivered a professional tutorial or workshop that required creation of material or creative synthesis of existing material (*attach documentation*)

List other scholarly activities:

### III. SERVICE ACTIVITIES

If you wish, you may include a self evaluation of Service for 2008-2009:

Self Evaluation of Service:  Excellent     Satisfactory     Unsatisfactory  
Basis for this self-evaluation rating:

JMU Service:

Committees (list committee(s) and your role/activities and whether Department, College or University level):

Department administration (coordinator):

**Excellence Group - Describe each of the activities listed below. (Insert “none” if you had no activity in any category below).**

1. Significant role in department, college, or university committees, task forces, etc.
2. Leadership position in a major professional organization
3. Service in a leadership (coordinator) position in the department
4. Received a government, corporate, or foundation grant, award, or contract to fund instructional equipment or software for laboratories
5. Performed a leadership activity for a major professional conference or meeting
6. Served as an editorial board member of a professional journal
7. Delivered an established professional tutorial or workshop

8. Actively served as a faculty advisor to a student group (e.g., ACM, UPE, etc.)
9. Played a major role in an effort to increase departmental, college, or university resources
10. Played a major role an effort to enhance scholarship or pedagogy in the department, college, university, or profession
11. Provided support for mission critical department or university functions, such as server support, course scheduling, etc., in addition to regular duties
12. Provided state-of-the-art computing advice or support outside the department
13. Provided significant help with public relations events or student recruiting
14. Accepted service tasks that constituted an inconvenience or hardship (such as teaching an uncompensated overload course)

Community Service activities:

Other service activities:

## **GENERAL COMMENTS**

Describe your most outstanding or extremely satisfying activities for 2008-2009. Why do you consider these outstanding or extremely satisfying?

What do you feel we accomplished as a Department in 2008-2009?

What should be our priorities for the 2008-2009 academic year?

**ANTICIPATED ACTIVITIES FOR THE 2009-2010 ACADEMIC YEAR**

*(Important – These anticipated activities will be the basis for faculty evaluation in 2009-2010. The Anticipated Activities for 2009-2010 will be finalized & once agreed upon, this updated form will be signed by the faculty member and the department head in September 2009)*

**Percentages must add up to 100%**

**I. Teaching Activities** – Estimated percentage of workload: \_\_\_\_\_%  
List courses you expect to teach:

**II. Scholarly Achievement and Professional Qualifications Activities** – Estimated percentage of workload: \_\_\_\_\_%  
List anticipated scholarly activities:

**III. Professional Service Activities** – Estimated percentage of workload: \_\_\_\_\_%  
List anticipated service activities:

**Other specialized activities** – Estimated percentage of workload: \_\_\_\_\_%  
List anticipated other specialized activities:

Signatures *(to be signed in September 2009)*

\_\_\_\_\_  
Faculty Signature                      Date                      \_\_\_\_\_  
Dept. Head Signature                      Date

## **Faculty Member Evaluation Criteria Computer Science Department**

### **Preamble**

The purposes of faculty member evaluation are to encourage performance at the highest levels, to indicate areas where improvements are needed, and to provide a factual basis for making personnel decisions (including decisions about promotion, tenure, allocation of merit pay increases, continuation of employment, and initiation of post-tenure review). This document supplements the *JMU Faculty Handbook* by stating explicit criteria to be used by the Computer Science department in conducting faculty member evaluations.

Criteria are stated in the categories of teaching, professional service, and scholarly achievement and professional qualifications. Different criteria may be established in any category for purposes of evaluating an individual faculty member by mutual agreement of the department head and that faculty member. It would be prudent to make such an agreement in advance of the activity and record it in the faculty member's anticipated activity report.

Faculty members are encouraged to write a short summary placing their efforts in the three categories in context and arguing how what they have done is sufficient for a satisfactory or excellent rating in each category.

## **I. Teaching**

For a **satisfactory** rating, **all** the following activities are **necessary and sufficient**.

### **A. Satisfactory Group**

1. Received satisfactory student teaching evaluations
2. Produced syllabi that clearly stated course objectives, content, texts, schedule, and student evaluation procedures
3. Produced handouts and assigned work appropriate to the course level and content.
4. Prepared for classes thoroughly
5. Graded carefully and objectively and returned graded assignments promptly.
6. Kept course material up-to-date
7. Used effective teaching methods
8. Met classes and started on time
9. Posted and kept sufficient office hours
10. Answered students' inquiries promptly
11. Advised students about curricula, schedules, and professional preparation

For an **excellent** rating, **one** of the following activities (or a comparable activity) from the Quality Group is **necessary**. **Three** of the following activities are **sufficient** provided **at least one** of them is from the Quality Group and **at least one** of them is from the Effort Group.

### **B. Quality Group**

1. Received excellent student teaching evaluations
2. Received an excellent evaluation from a peer review committee
3. Consistently realized course improvements
4. Received an award or special recognition for teaching from peers or students

### **C. Effort Group**

1. Supervised one or more independent studies or honors theses
2. Supervised an MS thesis
3. Played a major role in developing new courses, curricula, or programs
4. Played a major role in developing or implementing teaching innovations or significant course or program revisions
5. Attended teaching workshops or other teacher development events
6. Received a government or foundation grant, award, or contract to fund teaching or course, curriculum, or program development

## **II. Scholarly Achievement and Professional Qualifications**

For a **satisfactory** rating, **two** of the following activities (or comparable activities) are **necessary and sufficient**.

For an **excellent** rating, **one** of the activities from the Research Group (or a comparable activity) is **necessary**. **Two** of the activities above are **sufficient**.

### **A. Scholarship Group**

1. Presented a paper or poster or served on a panel at a professional conference
2. Published in a non-refereed professional forum
3. Attended some scholarly gathering, such as a conference or tutorial
4. Presented research results at a faculty seminar or colloquium
5. Reviewed monographs, books, or articles for publication, or internal grant proposals for funding
6. Served on a grant review panel for a national professional organization (e.g., NSF, DoD, etc.)
7. Submitted a proposal for a government, corporate, or foundation grant, award, or contract to support research
8. Consulted outside the university in a way that increased the faculty member's expertise
9. Produced artifacts demonstrating professional or scholarly expertise such as technical reports, questions for national standardized tests (e.g., the GRE), or fielded software products
10. Produced evidence of work in progress that will likely culminate in a scholarly contribution to the discipline or its pedagogy
11. Served as Principal or Co-Principal Investigator on a continuing grant

### **B. Research Group**

1. Published a monograph or book in the past two years
2. Received a government, corporate, or foundation grant, award, or contract to fund research
3. Published a book review, book chapter, or encyclopedia article
4. Published an article in a refereed journal or conference, or in some other refereed forum
5. Received a professional achievement or special recognition award
6. Presented an invited lecture or published an invited paper outside the university
7. Created and delivered a professional tutorial or workshop that required creation of material or creative synthesis of existing material

### **III. Professional Service**

For a **satisfactory** rating, **all** the following activities are **necessary and sufficient**.

#### **A. Satisfactory Group**

1. Actively participated in a fair share of departmental, college, and university committees, task forces, etc.
2. Satisfied faculty obligations as stated in the faculty handbook
3. Provided satisfactory service in a leadership position in the department (only if applicable)

For an **excellent** rating, **one** of the following activities (or a comparable activity) is **necessary and sufficient**.

#### **B. Excellent Group**

1. Played a significant role in department, college, or university committees, task forces, etc.
2. Held a leadership position in a major professional organization
3. Provided excellent service in a leadership position in the department
4. Received a government, corporate, or foundation grant, award, or contract to fund instructional equipment or software for laboratories
5. Performed a leadership activity for a major professional conference or meeting
6. Served as an editorial board member of a professional journal
7. Delivered an established professional tutorial or workshop
8. Actively served as a faculty advisor to a student group (e.g., ACM, UPE, etc.)
9. Played a major role in an effort to increase departmental, college, or university resources
10. Played a major role an effort to enhance scholarship or pedagogy in the department, college, university, or profession
11. Provided support for mission critical department or university functions, such as server support, course scheduling, etc., in addition to regular duties
12. Provided state-of-the-art computing advice or support outside the department
13. Provided significant help with public relations events or student recruiting
14. Accepted service tasks that constituted an inconvenience or hardship (such as teaching an uncompensated overload course)

**CS Faculty Annual Report -- Statistics on Teaching, Service & Scholarly Achievemen  
2008-2009**

**Instructions:**  
Please "populate" Column C with the number of activities in each category (row). Please do not count any given achievement in more than one category (row). Details about each activity should be listed on your Faculty Activity Report. **Due by noon on Friday, May 8, 2009.**

<b>Name:</b>		
	<b>I. Teaching</b>	<b>Number</b>
<b>Quality Group</b>		
	Received an award or special recognition for teaching from peers or students	
<b>Effort Group</b>		
	1. Supervision of independent study and honors projects.	
	2. Supervision of MS Thesis	
	3. Played a major role in developing new courses, curricula, or programs	
	4. Played a major role in developing or implementing teaching innovations or significant course or program revisions	
	5. Attended teaching workshops or other teacher development events	
	<b>II. Scholarly Achievement and Professional Qualification:</b>	<b>Number</b>
<b>Scholarship Group</b>		
	1. Presented a paper or poster or served on a panel at a professional conference	
	2. Published in a non-refereed professional forum	
	3. Attended some scholarly gathering, such as a conference or tutorial	
	4. Presented research results at a faculty seminar or colloquium	
	5. Reviewed monographs, books, or articles for publication, or internal grant proposals for funding	
	6. Served on a grant review panel for a national professional organization (e.g., NSF, DoD, etc.)	
	7. Submitted a proposal for a government, corporate, or foundation grant, award, or contract to support research	
	8. Consulted outside the university in a way that increased the faculty member's expertise	
	9. Produced artifacts demonstrating professional or scholarly expertise such as technical reports, questions for national standardized tests (e.g., the GRE), or fielded software products	
	10. Produced evidence of work in progress that will likely culminate in a scholarly contribution to the discipline or its pedagogy	
	11. Served as Principal or Co-Principal Investigator on a continuing grant	
<b>Research Group</b>		
	1. Published a monograph or book in the past two years	

	2. Received a government, corporate, or foundation grant, award, or contract to fund research	
	3. Published a book review, book chapter, or encyclopedia article	
	4. Published an article in a refereed journal or conference, or in some other refereed forum	
	5. Received a professional achievement or special recognition award	
	6. Presented an invited lecture or published an invited paper outside the university	
	7. Created and delivered a professional tutorial or workshop that required creation of material or creative synthesis of existing material	
	Other Scholarly Achievement (Specify	
	<b>III. Professional Service</b>	<b>Number</b>
	<b><i>Excellence Group</i></b>	
	1. Played a significant role in department, college, or university committees, task forces, etc.	
	2. Held a leadership position in a major professional organization	
	3. Provided excellent service in a leadership position in the department	
	4. Received a government, corporate, or foundation grant, award, or contract to fund instructional equipment or software for laboratories	
	5. Performed a leadership activity for a major professional conference or meeting	
	6. Served as an editorial board member of a professional journal	
	7. Delivered an established professional tutorial or workshop	
	8. Actively served as a faculty advisor to a student group (e.g., ACM, UPE, etc.)	
	9. Played a major role in an effort to increase departmental, college, or university resources	
	10. Played a major role an effort to enhance scholarship or pedagogy in the department, college, university, or profession	
	11. Provided support for mission critical department or university functions, such as server support, course scheduling, etc., in addition to regular duties	
	12. Provided state-of-the-art computing advice or support outside the department	
	13. Provided significant help with public relations events or student recruiting	
	14. Accepted service tasks that constituted an inconvenience or hardship (such as teaching an uncompensated overload course)	
	Community Service	
	Other Service Achievement (Specify	

**Attachment IV**  
**Department of Computer Science**  
**Merit Pay Algorithm**  
(Approved at the March 21, 2007 Faculty Meeting)

*Merit Rating:* Each faculty member in the Department of Computer Science is evaluated annually for overall performance and in each of the three standard categories: teaching, scholarly achievement and professional qualifications, and service. Overall performance is evaluated as unsatisfactory or satisfactory. Performance in the three standard categories is evaluated as unsatisfactory, satisfactory, or excellent. Associated with each of the performance ratings will be a numerical value: **unsatisfactory= -1, satisfactory= 0, excellent= 2**. In addition, associated with each of the three performance categories is a relative weight, determined at the beginning of the academic year as indicated in the department's policy on annual evaluation. A faculty member's merit rating (MR) for a year is computed by multiplying each of the three performance category values by their respective weights, then summing the three products. (Example: if a faculty member was evaluated as excellent, satisfactory, and unsatisfactory in teaching, scholarly activity, and service and those categories had weights 70%, 15%, and 15% respectively, the merit rating would be  $2*70\% + 0*15\% + (-1*15\%) = 1.25$ .)

*Total Merit Dollars (TMD):* Total merit dollars (TMD) is the amount of money provided to the Department for merit raises.

*Overall Department Raise Percentage:* The overall department raise percentage (ODRP) is the percentage obtained by *TMD* by the total of the current salaries of all faculty that can be considered for merit raises (newly hired faculty are not typically included).

*Base Merit Percentage (BMP):* The base merit percentage (BMP) is calculated as  $0.75 \times \text{ODRP}$ . Example: if the department received a merit pool of 4%, the merit raise for each faculty member evaluated as satisfactory overall in their annual evaluation would include a base amount of **3.0%** of their current salary.)

*Base Merit Increase (BMI):* All faculty evaluated as satisfactory overall in their annual evaluation receive a base merit increase (BMI) amount which is a percentage of their current salary calculated as  $\text{BMP} \times \text{current salary}$ .

*Additional Merit Percentage (AMP):* The additional merit percentage (AMP) available is  $.25 \times \text{ODRP}$ . In the current example, this would be  $.25 \times 4\% = 1\%$ .

*Additional Merit Dollars (AMD):* The additional merit dollars (AMD) is calculated as AMP times the sum of the *current* annual salaries of all faculty in the Department (not counting salaries of those newly hired).

*Average Merit Rating (AMR):* An average merit rating (AMR) over the last four years is computed for each faculty member by averaging the yearly merit ratings.

*Overall Department Merit Rating (ODMR):* An overall department merit rating (**ODMR**) is calculated as the sum of the AMRs for all eligible faculty.

*Merit Percentage:* An average department merit rating (ADMR) for each is calculated as  $\text{ODMR}/(\# \text{ faculty eligible})$ . A faculty member's merit percentage (**MP**) is calculated as  $\text{AMR}/\text{ADMR}$ .

*Additional Merit Increase:* An "additional merit increase" (AMI) is calculated as follows:

For each eligible faculty member, an additional merit increase (AMI) is calculated<sup>1</sup> as follows:

$$\text{AMI} = \text{MP} * \text{current salary} * \text{AMP}$$

*Total Raise:* A faculty member's total raise is

$$\text{Total Raise} = \text{BMI} + \text{AMI}$$

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<sup>1</sup> AMI may possibly be adjusted slightly to make up for differences in faculty member salaries and percentages that result in either slightly less or slightly more than the total dollar pool being allocated. However, this is normally not a problem because the college can cover small differences in the total (e.g., <\$30). Note that the AMP Term was accidentally omitted in the 03/21/07 document.

DEPARTMENT OF COMPUTER SCIENCE ILLUSTRATION OF MERIT PAY CALCULATION ON DOLLARS IN ADDITIONAL MERIT POOL																										
Faculty	Current Salary	2003-2004			2004-2005			2005-2006			2006-2007			# of Years for	Per Evaluations	AAMR	MS = AMR/ODMR	BMI = BMP * current salary	MP= AMR/ADMR	AMI = MS * AMD	BMI +AMI	Residual Adjustment Amount	Total Increase (Final BMI + AMI)	Total % Increase		
		Teaching	Service	Scholarly	Teaching	Service	Scholarly	Teaching	Service	Scholarly	Teaching	Service	Scholarly													
Anderson, John	\$ 64,784.00	0.55	0.10	0.35	0.60	0.05	0.35	0.65	0.15	0.20	0.70	0.10	0.20	4	4	1.93	0.074975657	\$ 1,943.52	1.20%	\$ 777.16	\$ 2,720.68	\$ 2.85	\$ 2,723.53	4.20%	\$ 67,504.68	
		1.1	0	0.7	1.2	0	0.7	1.3	0.3	0.4	1.4	0.2	0.4	1.93	4	1.93	0.074975657	\$ 1,943.52	1.20%	\$ 777.16	\$ 2,720.68	\$ 2.85	\$ 2,723.53	4.20%	\$ 67,504.68	
		2	0.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00													
		E	S	E	E	S	E	E	S	E	E	S	E													
Anihony, Bob	\$ 57,809.00	0.7	0.15	0.15	0.7	0.2	0.1	0.7	0.2	0.1	0.7	0.2	0.1	4	4	0.38	0.014605648	\$ 1,734.27	0.23%	\$ 135.09	\$ 1,869.36	\$ 2.85	\$ 1,869.36	3.23%	\$ 59,678.36	
		0	0.3	0	0	0.4	0	0	0.4	0	0	0.4	0	0.38	4	0.38	0.014605648	\$ 1,734.27	0.23%	\$ 135.09	\$ 1,869.36	\$ 2.85	\$ 1,869.36	3.23%	\$ 59,678.36	
		0	0	2	0	0	2	0	0	2	0	0	2													
		S	E	S	S	E	S	S	E	S	S	E	S													
Arnold, Mary	\$ 68,655.00	0.40	0.40	0.20	0.60	0.20	0.20	0.50	0.30	0.20	0.40	0.20	0.40	4	4	1.35	0.052580331	\$ 2,059.65	0.84%	\$ 577.58	\$ 2,637.23	\$ 2.85	\$ 2,640.09	3.85%	\$ 71,292.23	
		0	0.8	0.4	1.2	0.4	0.4	0	0.6	0.4	0	0.4	0.8	1.35	4	1.35	0.052580331	\$ 2,059.65	0.84%	\$ 577.58	\$ 2,637.23	\$ 2.85	\$ 2,640.09	3.85%	\$ 71,292.23	
		0.00	2.00	2.00	2.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00	2.00													
		S	E	S	E	S	E	S	E	S	S	E	S													
Bently, Sam	\$ 75,494.00	0.40	0.40	0.20	0.40	0.20	0.40	0.40	0.20	0.40	0.40	0.20	0.40	4	4	1.90	0.074001947	\$ 2,264.82	1.18%	\$ 893.87	\$ 3,158.69	\$ 2.85	\$ 3,161.54	4.19%	\$ 78,652.69	
		0.8	0.8	0.4	0.8	0.4	0.8	0.8	0.4	0.8	0.8	0.4	0.8	1.90	4	1.90	0.074001947	\$ 2,264.82	1.18%	\$ 893.87	\$ 3,158.69	\$ 2.85	\$ 3,161.54	4.19%	\$ 78,652.69	
		2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00													
		E	E	S	E	E	S	E	E	S	E	E	S													
Bailey, George	\$ 57,167.00							0.50	0.10	0.40	0.60	0.10	0.30	2	2	2.00	0.077896787	\$ 1,715.01	1.25%	\$ 712.50	\$ 2,427.51	\$ 2.85	\$ 2,430.36	4.25%	\$ 59,594.51	
								1	0.2	0.8	1.2	0.2	0.6	2.00	2	2.00	0.077896787	\$ 1,715.01	1.25%	\$ 712.50	\$ 2,427.51	\$ 2.85	\$ 2,430.36	4.25%	\$ 59,594.51	
								2.00	2.00	2.00	2.00	2.00	2.00													
								E	E	S	E	E	S													
Campbell, Mike	\$ 66,000.00	0.50	0.25	0.25	0.25	0.25	0.5	0.25	0.25	0.5	0.25	0.5	0.25	4	4	2	0.077896787	\$ 1,980.00	1.25%	\$ 822.59	\$ 2,802.59	\$ 2.85	\$ 2,805.44	4.25%	\$ 68,802.59	
		1	0.5	0.5	0.5	0.5	1	0.25	0.25	0.5	0.25	0.5	0.25	2	2	2	0.077896787	\$ 1,980.00	1.25%	\$ 822.59	\$ 2,802.59	\$ 2.85	\$ 2,805.44	4.25%	\$ 68,802.59	
		2.00	2	2	2	2	2	2	2	2	2	2	2													
		E	E	S	E	E	S	E	E	S	E	E	S													
Dickson, Elvis	\$ 45,900.00	0.70	0.15	0.15	0.5	0.35	0.15	0.5	0.35	0.15	0.5	0.35	0.15	4	4	2.00	0.077896787	\$ 1,377.00	1.25%	\$ 572.07	\$ 1,949.07	\$ 2.85	\$ 1,951.93	4.25%	\$ 47,849.07	
		1.4	0.3	0.3	1	0.7	0.3	1	0.7	0.3	1	0.7	0.3	2.00	4	2.00	0.077896787	\$ 1,377.00	1.25%	\$ 572.07	\$ 1,949.07	\$ 2.85	\$ 1,951.93	4.25%	\$ 47,849.07	
		2.00	2	2	2	2	2	2	2	2	2	2	2													
		E	E	S	E	E	S	E	E	S	E	E	S													
Hall, Jay	\$ 53,200.00	0.60	0.30	0.10	0.70	0.20	0.10	0.70	0.15	0.15	0.00	0.00	1.00	4	4	1.83	0.071080818	\$ 1,596.00	1.14%	\$ 605.04	\$ 2,201.04	\$ 2.85	\$ 2,203.89	4.14%	\$ 55,401.04	
		1.2	0.6	0	1.4	0.4	0	1.4	0.3	0	0	0	2	1.83	4	1.83	0.071080818	\$ 1,596.00	1.14%	\$ 605.04	\$ 2,201.04	\$ 2.85	\$ 2,203.89	4.14%	\$ 55,401.04	
		2.00	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	0.00	0.00	2.00													
		E	E	S	E	E	S	E	E	S	N/A	N/A	E													
Jones, Jim	\$ 56,090.00	0.85	0.05	0.10	0.70	0.20	0.10	0.70	0.20	0.10	0.57	0.33	0.10	4	4	1.8	0.070107108	\$ 1,682.70	1.12%	\$ 629.17	\$ 2,311.87	\$ 2.85	\$ 2,314.72	4.13%	\$ 58,401.87	
		1.7	0.1	0	1.4	0.4	0	1.4	0.4	0	1.14	0.66	0	1.8	4	1.8	0.070107108	\$ 1,682.70	1.12%	\$ 629.17	\$ 2,311.87	\$ 2.85	\$ 2,314.72	4.13%	\$ 58,401.87	
		2	0.00	2	2.00	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00													
		E	E	S	E	E	S	E	E	S	E	E	S													
Moore, Bill	\$ 61,230.00	0.30	0.20	0.50	0.30	0.20	0.50	0.25	0.25	0.50	0.25	0.50	0.25	4	4	1.85	0.072054528	\$ 1,836.90	1.15%	\$ 705.90	\$ 2,542.80	\$ 2.85	\$ 2,545.66	4.16%	\$ 63,772.80	
		0	0.4	1	0.6	0.4	1	0.5	0.5	1	0.5	1	0.5	1.85	4	1.85	0.072054528	\$ 1,836.90	1.15%	\$ 705.90	\$ 2,542.80	\$ 2.85	\$ 2,545.66	4.16%	\$ 63,772.80	
		0.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00													
		S	E	E	E	E	S	E	E	S	E	E	S													
Phelps, Michael	\$ 64,900.00	0.70	0.15	0.15	0.7	0.15	0.15	0.7	0.15	0.15	0.7	0.15	0.15	4	4	0.95	0.037000974	\$ 1,947.00	0.59%	\$ 384.22	\$ 2,331.22	\$ 2.85	\$ 2,334.07	3.60%	\$ 67,231.22	
		0	0.3	0.3	0	0.3	0.3	0.7	0.3	0.3	0	0.3	0.3	0.95	4	0.95	0.037000974	\$ 1,947.00	0.59%	\$ 384.22	\$ 2,331.22	\$ 2.85	\$ 2,334.07	3.60%	\$ 67,231.22	
		0.00	2	2	2	2	2	2	2	2	2	2	2													
		S	E	E	S	E	E	S	E	E	S	E	E													
Ray, Anne	\$ 66,070.00	0.70	0.15	0.15	0.70	0.15	0.15	0.7	0.15	0.15	0.7	0.15	0.15	4	4	1.85	0.072054528	\$ 1,982.10	1.15%	\$ 761.70	\$ 2,743.80	\$ 2.85	\$ 2,746.65	4.16%	\$ 68,813.80	
		1.4	0	0.3	1.4	0.3	0	1.4	0.3	0.3	1.4	0.3	0.3	1.85	4	1.85	0.072054528	\$ 1,982.10	1.15%	\$ 761.70	\$ 2,743.80	\$ 2.85	\$ 2,746.65	4.16%	\$ 68,813.80	
		2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00													
		E	S	E	E	E	S	E	E	S	E	E	S													
Smith, Ken	\$ 49,850.00	0.20	0.40	0.40	0.20	0.40	0.40	0.30	0.30	0.40	0.30	0.30	0.40	4	4	0.90	0.035053554	\$ 1,495.50	0.56%	\$ 279.59	\$ 1,775.09	\$ 2.85	\$ 1,777.94	3.57%	\$ 51,625.09	
		0	0.8	0.8	0	0.8	0	0	0.6	0	0	0.6	0	0.90	4	0.90	0.035053554	\$ 1,495.50	0.56%	\$ 279.59	\$ 1,775.09	\$ 2.85	\$ 1,777.94	3.57%	\$ 51,625.09	
		0.00	2.00	2.00	0.00	2.00	0.00	0.00	2.00	0.00	0.00	2.00	0.00													
		S	E	E	S	E	S	S	E	S	S	E	S													
Tate, Patricia	\$ 76,450.00	0.15	0.15	0.7	0.35	0.1	0.55	0.45	0.05	0.5	0.5	0.25	0.25	4	4	1.15	0.044790652	\$ 2,293.50	0.72%	\$ 547.88	\$ 2,841.38	\$ 2.85	\$ 2,844.23	3.72%	\$ 79,291.38	
		0	0.3	1.4	0	0.2	1.1	0	0.1	1	-0.5	0.5	0.5	1.15	4	1.15	0.044790652	\$ 2,293.50	0.72%	\$ 547.88	\$ 2,841.38	\$ 2.85	\$ 2,844.23	3.72%	\$ 79,291.38	
		0	0	2	0	0	2	0	0	2	0	-1	2													