UNIVERSITY POLICY
PERFORMANCE-BASED PROMOTIONS
PROFESSIONAL STAFF

The University has established the following criteria for selection of successful candidates for performance-based promotion for professional staff. An applicant for a performance-based promotion must meet all of the following criteria:

1. Excellent performance in the full range of the individual’s professional responsibilities over a significant period of time.

2. Extraordinary and measurable accomplishments/outcomes of a specific nature related to the individual’s responsibilities in his/her work unit in support of the achievement of the overall goals of the University.

3. Significant contributions to building an effective work environment that strengthens teamwork, mentors/coaches and support colleagues, and achieves a service-oriented approach to the work of the unit and for the University.

Applications for performance-based promotions for professional staff shall be evaluated by the applicant’s immediate supervisor. The University recognizes the value of peer input and therefore, the applicant may include, as a part of their promotion packet, recommendations from peers and/or others who are familiar with their work. The University President shall determine the successful candidates from among the applicants.