

2009-2010 CALENDAR

PAY FOR PERFORMANCE (P4P)

STAFF COMPENSATION PROGRAM (SCP)

Salary increases will be effective July 1, 2009

1/5/09 Employees hired after January 5 are not eligible but performance standards must be established

2009-10 – Appraisal Period

March 23	Information sessions conducted
March	University Librarian receives allocations, which are sent to AUL/Directors
March/April	Performance Appraisal Meetings conducted
April 15	Recommendations are due to the University Librarian
April 30	Performance Appraisal completed
May 15	Appraisees are notified of approved ratings by department
June	On or about June 15 UHR sends notification letters to appraisees
July	Paycheck of July 10 will include salary increases and any one-time bonus Salary increases of 1.5% for eligible URA-AFT employees effective July 1
September	Paycheck of September 4 for 10 month employees will include salary increases, any one-time bonus and 1.5% for eligible URA-AFT employees effective September 1
October	Reevaluation of employees rated “Does not Meet Standards” must be completed by October 15
November	Increases for employees whose reevaluation results in “Meets Standards” effective November 1 and will be reflected in the November 27 paycheck