

CALENDAR

2017-2018 PERFORMANCE APPRAISAL CALENDAR

MPSC, Senior Administrators, and Legacy UMDNJ Non-Aligned Staff and Faculty Administrators

January 3, 2017 Employees hired after January 3 are not eligible but performance standards must be established

Appraisal Period: July 1, 2016 – June 30, 2017

July/August, 2017 Staff members complete self-assessments.

September 6, 2017 Performance Appraisal completed. Employees are notified of appraisal ratings
by supervisor.

September 15, 2017 Return completed forms to Library Human Resources for VP/UL.

December 15, 2017 Reevaluation of employees rated "Does not Meet Standards" must be completed.

RBHS - AAUP/BHSNJ

1/1/17 Employees hired after January 1 are not eligible but performance standards must be established

Appraisal Period: July 1, 2016 – June 30, 2017

July/August, 2017 Staff members complete self-assessments.

September 1, 2017 Completed evaluation provided to unit members.

September 15, 2017 Supervisor and unit member meet to discuss evaluation.

September 22, 2017 Return completed forms to Library Human Resources for VP/UL.