LIBRARIES P4P CALENDAR

P4P DATES
(P4P Salary increases effective July 1, 2007)

1/2/07 Employees hired after January 2 are not eligible but performance standards must be established

2006-07 – Appraisal Period

November/December 2006 Preliminary P4P meetings are recommended to discuss goals

April 2007 Libraries training sessions

April Self Assessments prepared by employees

April Allocations from Dr. Furmanski to University Librarian

April/May Performance appraisal meetings conducted

May 16 P4P recommendations due to University Librarian from AUL/Directors

June 1 P4P recommendations due to Dr. Furmanski

June Supervisors notify appraisees of their performance appraisal ratings

June P4P recommendations to UHR from Dr. Furmanski

June UHR sends notification letters to appraisees of salary increases and bonuses

July Salary increases implemented; reflected in the paycheck

July/August Performance bonuses will be in paycheck

September Salary increases for 10-month employees will be in paycheck in Sept.

September Performance bonuses will be in paycheck for 10-months employees

October Employees who did not meet standards will be re-evaluated

November If October reviews are positive salary increase will be in November paycheck

* All dates are estimated except for May 16 and June 1 that are firm.

4/07