
3064: MERIT, PROMOTION, APPRAISAL REVIEW

All advancement cases are based on the individual's achievements and the availability of funding. Normal advancement will occur after one year at step at the Junior level, two years at step at the Assistant and Associate level, and after three years at step at the Specialist level. Merit advancements are based on the academic record since the last review while promotions are based on the career academic record.

The Dean is responsible for making certain that eligible candidates are reviewed and are eligible for merit review after service at the normal period at step.

Additionally, the case file for merit or promotion should include an evaluation of the candidate's work and his or her contributions to the group effort, if relevant. This assessment should be documented in the recommendation for reappointment. The reappointment process otherwise follows the appointment process outlined above.