

3341-5-19 Performance Evaluation Non-Represented Employees.

Applicability	Administrative and Classified Staff
Responsible Unit	Office of Human Resources
Policy Administrator	Chief Human Resources Officer

(A) Policy Statement and Purpose

To set out the procedure governing the annual performance evaluation process for non-represented university employees.

(B) Policy

Non-represented employees at BGSU are expected to participate in annual performance reviews. Because evaluations provide for a systematic review and evaluation of the work of each employee, they are to be conducted on an annual basis regardless of whether or not merit dollars are available.

The systems of evaluation governed by this policy are those for administrative staff and classified staff.

The time frame for the period under review for each category of employee differs and reviewers should consult Human Resources before beginning to confirm the process prescribed for the current review period.

Registered Date: March 17, 2015