

Officer of Administration Policy Review – Objectives and Timeline Update

Performance Appraisal

Steps:

- ***Review and revise current OA performance appraisal formats after conferring with OAs and administrators and researching best practices: 7-1-09***

Update 7/31/09: Review of current formats and research of other systems begun by Linda King and subcommittee; project will be assumed by new temporary coordinator.

Anticipated completion date: 9/15/09

- ***Establish OA performance appraisal tracking system with UO leadership support for conducting regular evaluations to ensure timely and effective feedback: 10/1/09***

Update 7/31/09: Work can begin once formats have been finalized.

Anticipated completion date: 11/1/09

- ***Establish review protocols for performance appraisals. For example, vice presidents review appraisals prepared by their direct reports: TBD***

Anticipated completion date: 11/1/09