



University of Victoria
Faculty Association

SALARY ADJUSTMENTS - A PROCESS OVERVIEW

UNDERSTAND THE RULES

GENERAL RULES

- What are the basic categories for your evaluation?
- What is the basic evaluation ratio?
- What is the expected distribution of MIs in a unit?
- How long is the evaluation period?
- Have you had a leave that changes the length of the evaluation period?
- How can you challenge an unfavourable result?

UNIT SPECIFIC RULES

- What performance standards are identified in your unit's evaluation policy?
- How do you have to present your performance summary?

KNOW THE PROCESS

- **VPAC ultimately assigns Merit Increments (MI) to members**
 - VPAC does not hold back any MIs
- **Deans make recommendations to VPAC**
 - Deans hold a small number of MIs in reserve
- **Chairs and Directors make recommendations to Deans**
- **Some Chairs and Directors rely on recommendations from evaluation committees**

ASSESS YOUR STRENGTHS

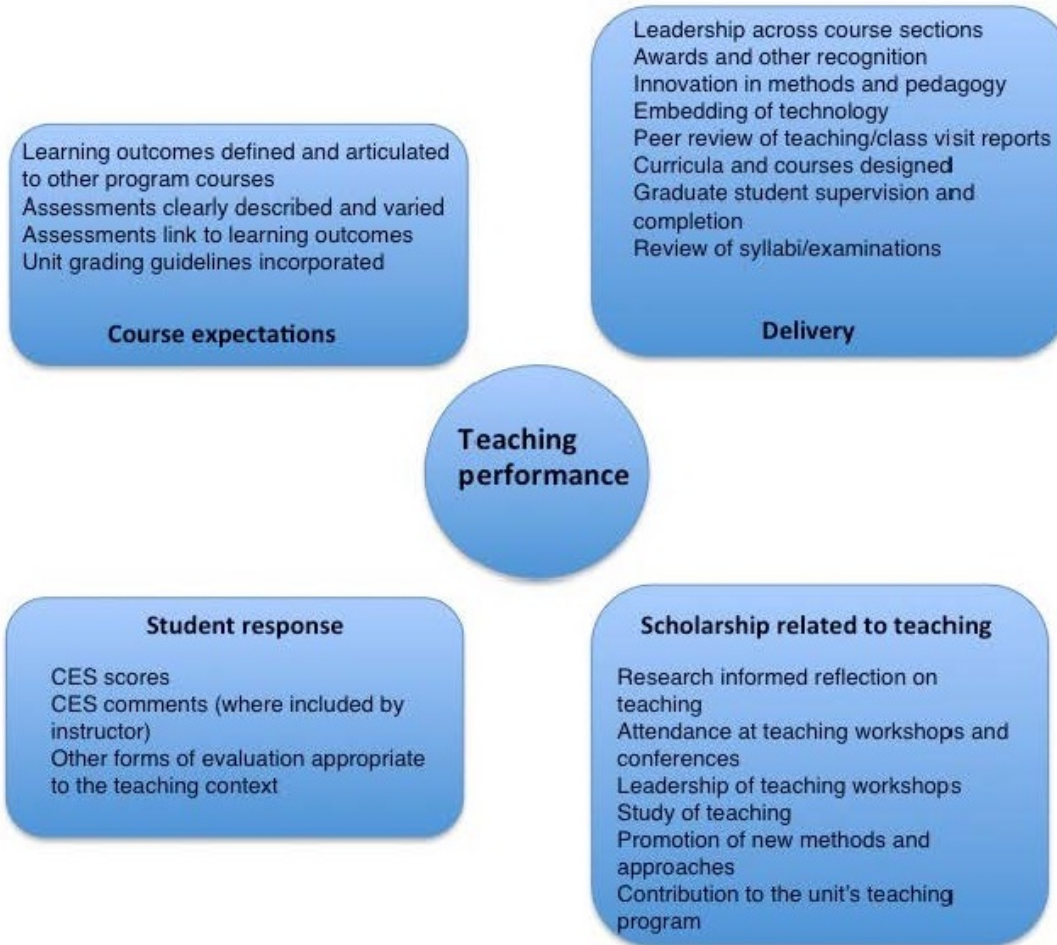
- What are your career highlights over the past four years?**
- Is there a need for a special statement, e.g. to explain the effect of a leave?**
- Would an alternative ratio be beneficial moving forward?**

SAMPLE EVALUATION INDICATORS

- SCHOLARLY AND PROFESSIONAL ACHIEVEMENT

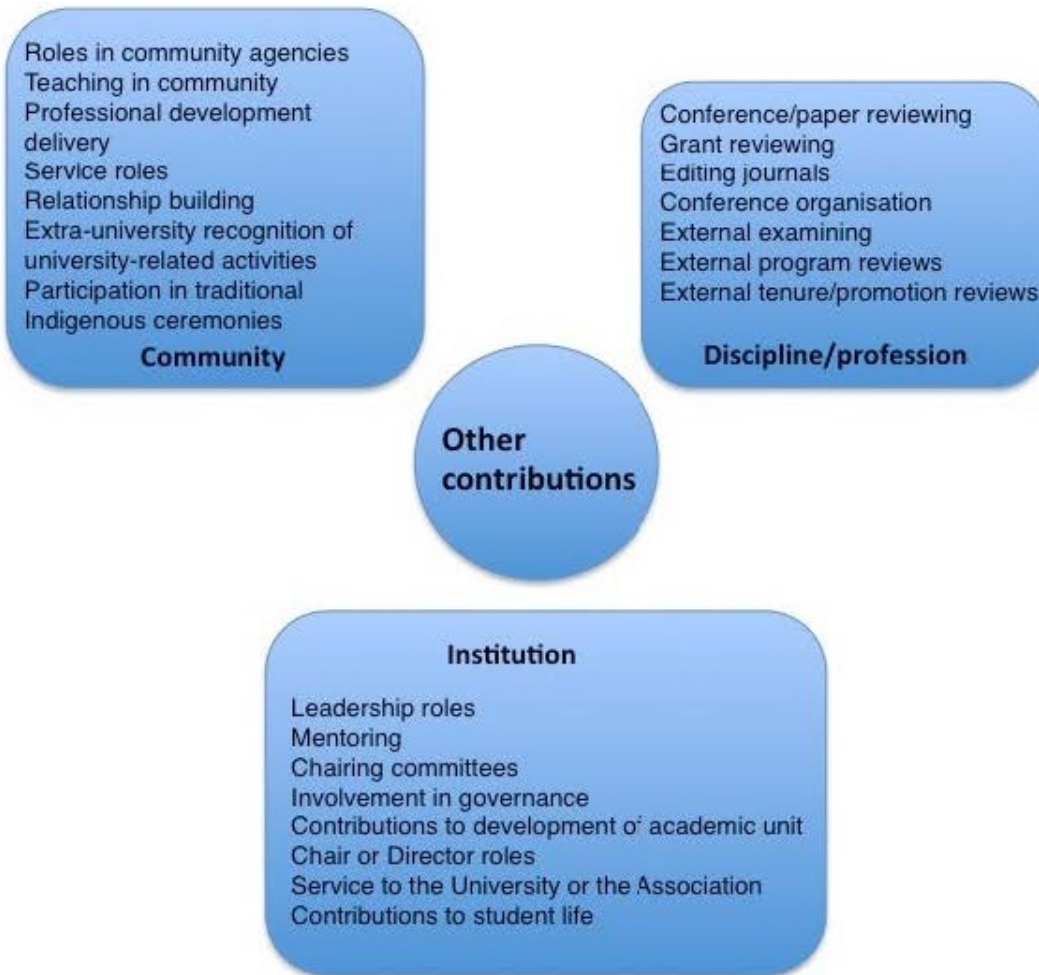


SAMPLE EVALUATION INDICATORS - TEACHING PERFORMANCE



SAMPLE EVALUATION INDICATORS

- OTHER CONTRIBUTIONS



THANK YOU!

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We are here to help...

