



## **Reappointment Process**

NJCU's dedication to excellence requires that employees' work effort and outcomes are aligned with the University-wide values and objectives and that individual goals support the overall mission of the University. In order to ensure the highest quality performance of all employees at the University, there are formal systems of performance assessment in place which are designed to provide regular and constructive feedback.

The performance of professional staff in the AFT collective negotiations unit is assessed at the time of reappointment to determine if such reappointment is warranted based upon a judgement concerning his/her performance in the responsibilities of the position. Annual and Multi-year reappointments require both a self-assessment and supervisory review. Additional documentation may include peer review. Standardized forms and the schedule are distributed to eligible candidates with a copy to supervisors. Approved reappointments are submitted by the President to the Board of Trustees.

Please refer to the Reappointment Schedules and Materials for additional information.