



STONEHILL COLLEGE

Performance Management & Performance-Based Compensation Program Update – February 2010

Below are updates and new information regarding performance management and the performance-based compensation program.

Deadlines:

Both programs will continue to follow the fiscal year schedule of July 1st – June 30th. The deadlines for Fiscal Years 2010 and the beginning of 2011 are as follows:

Final Appraisals FY 10*	due between July 1, 2010 and August 13, 2010
Performance Plans FY 11*	due between July 1, 2010 and August 13, 2010
Bonus Nominations FY 10	due August 13, 2010
Mid-Year Performance Appraisals FY 11	due January 14, 2011

Academic year employees' final appraisals and performance plans must be completed by the end of their academic year term.

*We recommend combining the final appraisal and the performance plan as one process; reviewing the past year and planning for the upcoming year. Training sessions will be offered as an aid to this process.

Performance-based Compensation Program:

The bonus nomination process for the performance-based compensation bonus program will remain in place for the current fiscal year. Decisions regarding the awarding of bonuses for FY 2010 will be completed in September of 2010.

The "Bonus" Program:

The details of the bonus program process will remain the same through FY 2010.

Feedback Sessions:

Feedback sessions about the Performance-based Compensation Program will be held in March/April 2010.

Training:

Beginning in late May/early June Human Resources will offer training sessions that will cover the following topics:

- Final Performance Appraisals
- Bonus Nominations
- Performance Plans

Please direct any questions or comments to Maryann Perry, Director of Human Resources or Lily Krentzman, Manager of Training and Professional Development.