

MEMORANDUM OF AGREEMENT
Professional Staff Assessment Committee for Career Development

PREAMBLE: The Professional Staff Assessment Committee (PSAC) shall be established in accordance with the Master Agreement (2019-2023, Appendix II, Article II.) as a part of the University's Career Development P P P C ity (ú C E

- I. Establishment of a Professional Staff Assessment Committee (PSAC): Appendix II, Article II establishes this committee to review written requests by the President for career development for Professional Staff in multi-year contracts.
- II. President's Recommendation for Career Development: Pursuant to Appendix I, Article II of the Master Agreement, and during the staff evaluation process, "In the event that a member of the Professional Staff has been granted a multi-year appointment contract and for whom the President has identified areas in which career development is appropriate, the President shall send a written report specifically describing [those areas] to the PSAC, which will then undertake the review described below."
- III. Responsibilities of PSAC: The PSAC will follow the procedure in Appendix II, Article II of the Master Agreement, whereby they will 1) review the President's written report with recommendations for career development for Staff with multi-year contracts; 2) send the committee's own set of initial written recommendations to the employee; 3) provide the employee an opportunity to respond in ;4a[(wd(0qnt114(n)4(d)4(-)10s)-(p)4(o)-1

- c. The University shall set up the online election system through the University portal. The SFT Vice President for Professional Staff shall have access to the online system to review the ballots and ultimately certify the election results.
- d. There shall be no more than one (1) member from any department or office. There shall be no more than three (3) members from any one institutional division. If two (2) or more are elected from any one (1) department/office and four (4) or more from any one division, then the next highest vote getter(s) outside of the department/office or division will be named the winner(s) of the election.
- e. Committee members shall serve for two (2) years except for the first year of