

Administrative and Professional Incentive Compensation Program Award Criteria

The *eligible employee has had an overall exemplary impact on the College, campus, department or program, consistent with the College's mission, vision and goals during the performance year just concluded.

Factors considered in assessing impact:

The employee's performance is judged to be in the top quartile relative to other eligible leaders.

The employee brought additional enrollment, revenue and/or positive recognition from external stakeholders to the College through his or her efforts.

When faced with difficult circumstances or significant problems, the employee exhibited initiative and self-reliance in responding and resolving and demonstrated resourcefulness and cost-effectiveness, as appropriate.

The employee innovated, created or took advantage of entrepreneurial opportunities.

The employee found and developed significant opportunities to advance and/or improve the College relative to College-wide goals.

The employee led a major initiative or project with exemplary results while addressing a variety of challenges and opportunities.

In addition, the College President may establish additional criteria or place significant weight on one or more existing criteria annually depending on the unique circumstances of the College at that time. For the 2006-07 academic year, additional weight will be given to the ratings of those administrative and professional employees who maintain uniformly positive and effective relationships with College employees, Trustees, and external partners of the College.

*Eligibility: Administrative and professional employees who are assigned to the position July 1 of the year and serve in the position for 12 consecutive months are eligible for consideration based on:

1. An overall "Meets Job Requirements" in May of the performance period with no sub-factor rated as "Needs Improvement" or lower, and
2. A rating of Exceeds or Superior on the following seven (7) core competencies:
 - Managing Customer Focus
 - Innovation
 - Business Conduct
 - Planning and Resource Management
 - Collaboration
 - Achievement Focus
 - Professionalism