

Performance Appraisal Policy

It is the policy of CUIB to utilize a performance appraisal program to maximize employee's (staff/faculty) overall job performance and professional development. All full and part time employees will receive a performance evaluation thrice in an academic year. Performance appraisal In CUIB is an ongoing process of communication between a line manager and an employee (staff or faculty) in support of accomplishing the strategic goals and objectives of the university.

Three levels of appraisal exist; staff and faculty evaluation by line managers, line managers' evaluation by staff/faculty, and employee self-evaluation.

The Office of Human Resources monitors the performance appraisal procedure to ensure consistency in application throughout the University.

All new staff will receive a performance evaluation prior to the end of their 90 days probation period to determine the outcome of their contract.