

Workday Application

Each Faculty will access their eligibility list and enter merit categories directly through Workday. The Workday application provides Faculties with a reporting tool for each Department and individual. Faculties are not permitted to exceed their allocated merit envelope.

Joint Appointments

Staff with joint appointments may be allocated different merit categories by their Departments. However, the primary Faculty inputs one category only and the total merit increase for the individual may not exceed the amount for Category 1.

b) Special Circumstances

While a review of academic performance and the merit category the given reference period, in some cases, special considerations must be taken into account in weighting a particular category of academic duty or assessing overall performance. Periods of absence are not considered for performance assessment and the performance-based merit increase should be determined on a *pro rata* basis during the reference period,

b) Merit Grid

The reference period for performance assessment is 1 January 2021 to 31 December 2021.

CATEGORIES	AMOUNTS	INSTRUCTIONS
Category 1	\$4,750	

6.0 GENERAL

Implementation restrictions due to absences from work

While a staff member may be eligSpan ~~8(s)10(ta)4(f)19(f)-4()12(m)-10(e)22(m)-10(be)23(r)16()-11(m)-10(ay)27()-1110]~~/Ty9.