The Administrative & Professional Staff Advisory Committee (APSAC) at Purdue University is interested in learning what staff advancement (not faculty) procedures are currently utilized at major universities across the country.

For the purpose of this survey, our definition of advancement is: “a method or process that allows administrative/professional staff to advance within their current position, either by rank or compensation.”

In order to gain some understanding of programs currently in use, we respectfully request that you respond to a few questions.

- Do you have a staff advancement program?
  - Yes
  - No
  - If yes, is it standardized across your campus?
    - Yes
    - No
    - Which areas (departments or schools) do have it?
    - Which areas (departments or schools) don’t have it and why not?
  - Do you believe it is successful?
  - Do you believe the general consensus of the employees is that it is successful?
    - If no, do you feel you need one and that there is a need for one?
      - Are pay adjustments tied to advancement, and what different types are provided?
        - How often do these occur?
        - Is it over and above merit or pay increases?
Working under the assumption that an advancement program would need metrics such as performance review for implementation, we have a few additional questions:

- Do you have a staff review (performance appraisal) program?
  - Yes    No
  - If yes, is it standardized across your campus?
    - Yes    No

- Which areas (departments or schools) do have it?

- Which areas (departments or schools) don’t have it and why not?

- Do you believe it is successful?

- Do you believe the general consensus of the employees is that it is successful?

- If no, do you feel you need one and that there is a need for one?
  - Additional comments?

Completed by___________________________ Institution____________________________