

## You have a right to an Annual Appraisal

As we enter the implementation phase of the new Recognition and Rewards (R&R) policy, Maastricht Young Academy (MYA) believes it is more important than ever for all faculty and staff members to receive an annual appraisal. For some of us, the annual appraisal meeting is a well-administered process that happens automatically every year. However, it has come to our attention that many of our colleagues are not given or directly offered an annual appraisal.

MYA urges all faculties to regularize the annual appraisal process and to ensure that all staff members are offered a meaningful annual appraisal in line with the R&R policy and developing policy for support staff. This should include a review of past performance, a constructive discussion of future plans, and the kind of support needed from the department, the faculty, and the university. Colleagues who do not have an annual appraisal will be at a disadvantage regarding career progression. We believe that the new career policies cannot be effectively implemented while so many of our colleagues lack this primary point of connection and discussion with their line manager.

We would like to remind our colleagues that it is your right to have an annual appraisal and that you can (and should) request one if one has not been offered to you. You may take the lead in this, set the agenda, and involve others to give you feedback. MYA ([mya@maastrichtuniversity.nl](mailto:mya@maastrichtuniversity.nl)) would like to hear from any of our colleagues who have met with impediments to receiving their annual appraisal.

— The Maastricht Young Academy (16 March 2023)