

General Policies and Guidelines

Access to Employee Personnel Files

Staff salaries, personnel data, and all aspects of University affairs that have not been released as public information are confidential. If you are an active staff member and wish to review your personnel file, you should refer to Policy 07-06-05. If you believe that there is an error in the record, a statement to that effect may be added as a part of the permanent file. You may also request that your department process the appropriate forms to initiate corrections. You should make arrangements through your departmental administrator if you wish to review your departmental personnel file.

Affirmative Action

On February 28, 1992, the Board of Trustees passed a resolution reaffirming the University's commitment to affirmative action. The resolution commits the University to the following goals:

- to achieve diversity in the racial/ethnic and sex composition of its workforce at all levels;
- to enhance opportunities for enrolling, retaining, and graduating students from underrepresented groups;
- to provide accessibility and accommodation to individuals with disabilities;
- to create a campus environment free of bigotry and harassment; and
- To engage minority- and women-owned businesses as vendors and suppliers.

The Office of Affirmative Action, Diversity and Inclusion has responsibility for providing leadership, coordination, and oversight for the University's affirmative action program. Given the size, complexity, and collegial nature of the University, the Office of Affirmative Action, Diversity and Inclusion cannot do this alone. The campus community contributes to the University's commitment to affirmative action through the work of senior administrative officers, deans, directors, department heads, managers, supervisors, and various campus-wide, school, departmental, and student committees and groups as well as individual faculty, staff, and students.

For additional information, refer to Policy 07-01-03 or contact the Office of Affirmative Action, Diversity and Inclusion at **412-648-7860**.

Alcoholic Beverages

Sample Guidelines Format

**United States. National Bureau of
Standards**



Sample Guidelines Format:

The Nurse Educators Guide to Assessing Learning Outcomes McDonald, 2017-07-28 Provides instructors with a comprehensive in depth guide to creating effective classroom exams Nurse educators will learn how to craft reliable and valid assessment materials ranging from multiple choice exams and true false tests to matching exercises and essay responses Hundred of sample test questions as well as detailed scoring rubrics serve as invaluable resources for educators preparing their students for successful careers in nursing Additionally the text delves into the pedagogy behind Bloom s taxonomy how to gauge the difficulty level of questions and how to revise questions to increase their cognitive challenge This revised edition is an essential guide for developing questions that require students to think critically and features a chapter on NCLEX test question development Examination Guidelines and Sample Items National Board of Medical Examiners, 1991

McDonald's the Nurse Educator's Guide to Assessing Learning Outcomes Tresa Kaur, 2024-12-09 McDonald s The Nurse Educator s Guide to Assessing Learning Outcomes Fifth Edition is a comprehensive guide for nurse educators that covers the assessment of critical thinking the development of learning objectives and the creation of tests including detailed tips for writing many kinds of individual test items This unique resource also covers the analysis of test reliability Examples of effective and ineffective test items are included throughout to help faculty and nurse educators deepen their understanding of how to create effective tests and assess student learning The updated Fifth Edition features two new chapters dedicated to the NextGen NCLEX to prepare faculty to develop questions for their students addressing the move from critical thinking to clinical judgment

U.S. Government Printing Office Style Manual: An Official Guide to the Form and Style of Federal Government Printing, 2008 (Paper) , 2010 *Guidelines for the Preparation of Lesson Plans* U.S. Army Engineer School, 1985

(Free Sample) Guide to UPSC CAPF Assistant Commandant Paper I & II Disha Experts, The Medical Library Association Guide to Developing Consumer Health Collections Claire B. Joseph, 2018-03-27 The Medical Library Association Guide to Developing Consumer Health Collections guides both library graduate school students and seasoned librarians from academic health sciences and public libraries to develop maintain nurture and advertise consumer health collections This authoritative guide from the respected Medical Library Association covers all that is involved in developing a new consumer health library including Conducting community needs assessments and forging community partnerships Concerns about physical space computers and materials Funding budgeting and staffing Privacy and confidentiality concerns Publicity and advertising This book guides both graduate library school students and seasoned librarians from all types of libraries academic health center hospital public and school to develop maintain and nurture not only consumer health collections but also community partnerships and outreach programs Examples of librarians innovative and creative consumer health initiatives are included Chapters include all that is involved in developing a consumer health collection including conducting community needs assessments concerns about physical space computers

and materials budgeting licensing and staffing privacy and confidentiality concerns and community partnership and outreach

Guideline for Optical Character Recognition Forms United States. National Bureau of Standards,1976 **Guidelines for Preservation Microfilming in Australia & New Zealand** ,1998 Covers types of microform establishing a preservation microfilming project selecting and preparing material including standards for subsequent digitisation quality control bibliographic control storage of masters management of existing microform collections including staff and user education and disaster plans **Rules for Writers with 2009 MLA and 2010 APA Updates** Diana Hacker,2010-06-08 Rules for Writers succeeds because it has always been grounded in classroom experience By looking at her own students needs Diana Hacker created an affordable and practical classroom tool that doubles as a quick reference Developed with the help of instructors from two and four year schools the sixth edition gives students quick access to the information they need to solve writing problems in any college course Amazon com viewed August 7 2020

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