

previous military service who receives a commission will be appointed as an Army Officer in the Corps of Engineers in the Virginia Militia. Administrative and Professional Faculty that have previous active duty or reserve service but maintain no current affiliation with the branch of service may also be appointed as an Army Officer in the Corps of Engineers in the Virginia Militia. Retired officers who have served on active duty, in the reserves, or in the National Guard may normally wear the uniform of that service and the rank earned in that service. Retired

recommend an accelerated schedule based on an Administrative or Professional Faculty member's performance. A supervisor may recommend a promotion to the next higher rank/grade for an Administrative or Professional Faculty member ahead of this schedule, based on the employee's achievement of an advanced educational credential or the employee's assumption of significantly increased duties and responsibilities. Any recommendation for promotion should be based on annual performance evaluations in accordance with the VMI Administrative and Professional Faculty Performance Evaluation System, for which the faculty member's performance clearly falls in the excellent to outstanding performance range and is in a slot with promotion authorized. As noted above, not all Administrative and Professional Faculty positions qualify for promotion, and the time-in-grade/grade standards may not be relevant.

- iii. The Superintendent may promote an Administrative or Professional Faculty member to the next higher rank/grade based on extraordinary achievement.
- iv. An Administrative or Professional Faculty member receiving a promotion to the next higher rank/grade, while remaining in the same position, will receive a salary increase equal to five percent of their current total salary before promotion, or \$3,000, whichever is higher.
 - v. This increase, or consideration for a larger increase associated with a change to a position of increased authority, must also be included in the respective department's budget request for the next fiscal year. Requests for larger increases must be justified based on comparisons with the salaries of similarly situated positions at VMI or similar institutions.
- v. Promotions for commissioned officers will normally be scheduled and conducted in an appropriate ceremony. The Superintendent or his direct report in a supervisory position over the officer being promoted may conduct the ceremony.

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