FACTOR 4: PERSONAL/ORGANIZATIONAL CONTACTS	
This factor measures the scope, frequency, and purpose of relationships with others, internal and external.	
Level 1 (25 points)	Little or no contact with others outside the University and infrequent contacts with University personnel. Purpose of contact is to provide and/or receive routine information or documents
Level 2 (50 points)	Some contact with others, including students, general public, visitors, and University personnel. Purpose of contacts is to provide or obtain explanation or additional information
Level 3 (75 points)	Regular contact with others, including students, general public, visitors, and University personnel. Purpose of contacts is to explain, clarify, or interpret information. May handle confidential information and some complex matters.
Level 4 (100 points)	Regular and substantial contact with others. Contacts usually involve discussions related to policies and programs and may include proposal or grant writing, negotiation with vendors, solicitation of financial donations for the University, and the like. Handles sensitive, complex, and/or confidential information.
Level 5 (125 points)	High-level contact with others in key positions. Contact usually involves several areas within the University and/or with community, government, business leaders, media, and dignitaries. Typically handles highly sensitive and/or confidential information.