

POLICY: 6Hx28:3E-01



Responsible Official:
Vice President, Organizational
Development and Human Resources

Specific Authority: 1001.64, F.S.
Law Implemented: 1001.64, F.S.

Effective Date: 06-15-2012

Full-Time Personnel Performance Evaluations

Policy Statement:

- I. All full-time College personnel shall have their performance reviewed on an annual basis, or more frequently as deemed necessary and appropriate, in a process approved by the College President. The purpose of each performance evaluation will be for purposes including without limitation:
 - A. To inform each employee of the quality of his or her performance and job progress.
 - B. To discuss ways to improve job performance, if required.
 - C. To provide an opportunity for each employee to discuss job problems and interests with his or her supervisor.

Procedure Statement:

Full-time Professional and Career Service employees will be reviewed using the approved Performance Development Process. Administrators will be reviewed by the supervising senior staff member using a process deemed appropriate by the President. Full-time Faculty employees will be reviewed in accordance with processes set forth in the implementing procedures for Policy 6Hx28:3E-02.

Related Documents/Policies:

None

Policy History:

Adopted 10-22-80; Amended 1-19-83; Amended 11-18-92; Amended 6-15-12; Formerly 6Hx28:9-08; Formerly 6Hx28:09-09

Procedure History:

Adopted 10-22-80; Amended 1-19-83; Amended 11-18-92; Amended 6-15-12; Formerly 6Hx28:9-08; Formerly 6Hx28:09-09