

SOUTHWESTERN COMMUNITY COLLEGE	HUMAN RESOURCES/INFORMATION TECHNOLOGY PERSONNEL PERFORMANCE EVALUATIONS	Policy 4.03.01
-----------------------------------	--	-------------------

A. EMPLOYEE EVALUATIONS

Performance evaluations are the primary manner in which the College evaluates employee performance. Evaluations are a significant tool to ensure employees are competent and performing job duties in an efficient and effective manner.

Annual performance assessments shall be conducted for all full-time faculty and non-instructional personnel. The Board hereby delegates to the President the authority to promulgate administrative regulations consistent with the intent of this Policy.

B. PRESIDENT EVALUATION

The Board of Trustees shall annually evaluate the President. The Board Chair will review the evaluation with the President prior to the written notification to the Chair of the State Board of Community Colleges. Prior to June 30th of each year, the Board Chair will notify, in writing, the State Board Chair that the President's evaluation has been completed. The process shall be confidential and an ongoing Board activity.

The President's evaluation will include, at a minimum, the following elements:

1. General administration;
2. Internal and external relationships;
3. Personal attributes;
4. Personnel administration;
5. Fiscal and facilities administration; and
6. Academic administration.

Legal Reference: 1C SBCC 300.98

Cross-Reference: 4.03.01.01 – Personnel Performance Evaluations Procedures

Adopted: October 1998

Revised: October 22, 2013