## EVALUATION OF ADMINISTRATIVE FACULTY

### Name:  

**Rank & Position:**

**FORM “A”**

### SUMMARY

<table>
<thead>
<tr>
<th>Performance Criteria</th>
<th>% Possible Weighting</th>
<th>Unsatisfactory 0-20</th>
<th>Needs Improvement 21-40</th>
<th>Good 41-60</th>
<th>Very Good 61-80</th>
<th>Excellent 81-100</th>
<th>Chosen Weighting Factor</th>
<th>Points Awarded (Rating X Weighting Factor)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin. Performance &amp; Organization</td>
<td>65-75%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td>College Activities</td>
<td>10-15%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td>Professional Activities</td>
<td>5-10%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td>Community Activities</td>
<td>5-10%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td>Total Maximum Points</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total Evaluation Points* 0</td>
<td></td>
</tr>
</tbody>
</table>

**Performance Points**

*NOTE: Indicate the point score awarded for each criterion by inserting a number falling within the range of 0 to 100 under the appropriate descriptive heading. Final points awarded in each criteria category are derived by multiplying the score by the chosen weighting factor. **FINAL POINT TOTAL** is rounded to the nearest whole number.*

**Information on which this evaluation was based was derived from (check appropriate sources):**

- General observations by supervisor
- Student evaluations
- Self evaluations
- “Activities Lists” prepared by faculty

**Comments:**

**Eligibility for promotion:** Yes [ ] No [ ]  

*Recommended for promotion:** Yes [ ] No [ ]

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**Faculty Member**  
Date

**Dean**  
Date

**Division Chair/Immediate Supervisor**  
Date

**President**  
Date

*Please make clear to personnel that eligibility or even recommendation for promotion does not mean actual promotion.*