**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></td>
<td>0.0</td>
</tr>
<tr>
<td>College Activities</td>
<td>10-15%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
</tr>
<tr>
<td>Professional Activities</td>
<td>5-10%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
</tr>
<tr>
<td>Community Activities</td>
<td>5-10%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.0</td>
</tr>
<tr>
<td><strong>Total Maximum Points</strong></td>
<td><strong>100%</strong></td>
<td><strong>Total Evaluation Points</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

**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 ☐

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*