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March 6, 2009 ACAC meeting

Faculty and Staff Evaluation Committee (EC)

Input on Faculty Summary Forms

Response to Faculty Senate recommendations

In the spring of 2008, the Evaluation Committee proposed creating a single Faculty Summary Form (for both adjunct and full-time). During the October of 2008 EC meeting, the rejection of this format was discussed. Changes to the Faculty Summary Forms were reviewed during the Faculty Senate (FS) Policies and Procedures meeting in October 2008. In November 2008 the EC discussed the feedback submitted by the Faculty Senate and in December 2008 the EC accepted most of the changes as submitted by the FS.

(1) The following definitions for the current rankings in the Faculty Summary Forms were approved by ACAC.

- a. *Excellent*: Delivers outstanding performance; significantly and consistently exceeds performance standards
- b. *Very Good*: Exceeds performance standards.
- c. ***Fair*: Performs satisfactorily, meeting performance standards.**
- d. *Needs Improvement*: Improvement required to fully meet performance standards.
- e. *Unacceptable*: Consistently fails to meet performance standards.

(2) The administrative performance rating approved by ACAC leaves to the chair's discretion the probationary status of a professor when rated under the category "needs improvement".

- Acceptable**
- Needs Improvement**
- Unacceptable**

(3) There was also a motion to replace the *Academic Year* format to a calendar year. This was approved as well.