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ADMINISTRATIVE RULE

Rule Number/Name:	070.023.000 – Evaluations
Responsible Department:	Human Resources
Authority:	Executive Director of Institutional Effectiveness

Overview

Columbia Gorge Community College assures the effectiveness of its human resources by evaluating all personnel systematically and at stated intervals. The college establishes written criteria for evaluating all personnel. The evaluation process assesses the effectiveness of personnel and encourages improvement. Actions taken following evaluations are formal, timely, and documented.

The President or designee shall be responsible for developing and maintaining procedures for staff evaluation.

Applicability

Staff and faculty

Administrative Rule Statement

Staff

Each employee will be evaluated annually and at mid-year by his/her immediate supervisor. The employee's objectives for the year as well as the continuing duties and responsibilities as defined in the job description for each position will be the basis for the evaluation. Classified employee evaluations will adhere to Article 12. A in the Classified bargaining agreement.

Faculty

Faculty will be evaluated in adherence with Article 11 in the Faculty bargaining agreement.

Interpretation of Administrative Rule

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Columbia Gorge Community College is an equal opportunity educator and employer.

Executive Director of Institutional Effectiveness

References:

NWCCU Standards 2.A.19, 2.B.2, and 2.B.6

Further Information

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