



COLLEGE of CENTRAL FLORIDA

POLICY MANUAL

Title: ADMINISTRATIVE, PROFESSIONAL, AND CAREER SERVICE EMPLOYEE PERFORMANCE REVIEW	Number: 6.10	Page: 1 of 1
See Procedures: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Legal Authority: Florida Statutes 1001.64, 1012.81	Board Adoption/Revision Approval Dates: 9/3/80, 10/19/88, 4/19/95, 10/22/02, 10/28/08	

The principle purposes of the performance review process are to encourage employee development, to strengthen individual professional effectiveness, and to provide documentation for appropriate personnel actions.

All regular full-time employees shall be subject to annual evaluations by their immediate supervisors in order to appraise their work performance. Performance reviews shall become a part of the employee’s permanent records at the College.

The President or the President’s designee shall determine and establish a performance review process for administrative, professional and career service employees.

Evaluations for temporary employees may be conducted on an “as needed” basis, in the opinion of the supervisor.