

POLICIES AND PROCEDURES MANUAL

TITLE	Institutional Effectiveness: Faculty, Staff Administration Evaluation
LEGAL AUTHORITY	State Board of Education Policy 904.01
DATE APPROVED BY BOARD	May 12, 1994

Each institution shall develop and implement an evaluation system whereby each instructor and staff member is evaluated at least annually by a supervisor with appropriate education and experience. Individual written records shall be maintained. The evaluation procedure is to be developed in consultation with the groups to be evaluated. The evaluation system shall be used for the improvement of those who are evaluated.