

# Multi-Year Criteria Rating Form



**COMPLETED BY HUMAN RESOURCES:**

**Part I – Faculty Member to be Evaluated:**

Faculty Name:	Hire/Transfer Date:
Academic School/Administrative Unit:	
Teaching Field/Job Title:	

Current Appointment		Eligible Appointment	
	One-year appointment		One-year appointment
	Three-year appointment		Three-year appointment
	Five-year appointment		Five-year appointment

**COMPLETED BY MULTI-YEAR APPOINTMENT COMMITTEE MEMBER:**

**Part II. VCCS and College Criteria**

*Evaluator:* Upon review of evaluations, letter of recommendation from supervisor, and list of academic programs with probationary status, indicate (S) Satisfactory – satisfactory performance or (U) Unsatisfactory – unsatisfactory performance in each rating column listed below.

<b>MULTI-YEAR CRITERIA RATING FORM</b>	
<b>Assigned Rating</b>	<b>Description of VCCS and College Criteria</b>
	Competence of faculty member as a teacher or professional in assigned function.
	Effectiveness of faculty member in carrying out functions and duties as prescribed in their position description and the college’s Faculty Handbook.
	Ability to establish and maintain positive professional relationships with colleagues, supervisors, students, and the community.
	Extent and currency of professional qualifications.
	Adherence to all policies, procedures and regulations as outlined in the college’s Faculty Handbook, the VCCS Policy Manual, any policy, procedure, and regulation adopted by the college or the VCCS, and the laws of the Commonwealth of Virginia.

	<p><b>FACULTY EVALUATIONS: <u>Faculty must receive an overall rating of “meets expectations” in all evaluations listed as follows:</u></b></p> <p><b>New faculty in their first three (3) years of employment:</b></p> <ul style="list-style-type: none"> <li>• Two (2) 1<sup>st</sup>-year interim evaluations.</li> <li>• 2<sup>nd</sup>-year annual evaluation.</li> </ul> <p><b>Or, Senior faculty:</b></p> <ul style="list-style-type: none"> <li>• The most recent evaluation prior to the end of the current multi-year appointment.</li> </ul>
	Respective academic program or administrative unit in good standing (not in probationary status).
	Recommendation from respective supervisor (Director, Dean, Associate Vice President, etc.)

**Part II. Overall Evaluation Rating**

*Evaluators:* Indicate an overall evaluation rating below. A “U” rating received in one or more of the criteria listed in Part II disqualifies faculty member from receiving an overall rating of “S”.

(  ) Satisfactory

(  ) Unsatisfactory

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Part III. Printed Name and Signature of Multi-Year Committee Members (Evaluators)**

\_\_\_\_\_  
 PRINTED NAME

\_\_\_\_\_  
 PRINTED NAME

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 DATE OF REVIEW

\_\_\_\_\_  
 DATE OF REVIEW