



California Health Sciences University

CHSU FACULTY PERFORMANCE EVALUATIONS

CHSU requires annual, written performance evaluations for members of the faculty at each component College. The objective of the review is to discuss the development and professional needs of each faculty member as well as to assess their performance of duties and responsibilities, professional goals and objectives, and progress towards promotion.

The performance evaluation is not the end goal, but rather a culmination of ongoing dialogue between the faculty member and their supervisor to provide timely and specific feedback regarding performance. The intent of faculty performance evaluations is to promote face-to-face conversations between the administration and faculty members throughout the year on a regular basis. In these conversations, the faculty member's supervisor shall seek out the faculty member's point of view while sharing their own feedback.

The performance evaluation is designed to align and integrate with the mission, vision and values of CHSU and the faculty member's College with the departmental and individual expectations for success. The written evaluation shall establish clear goals and objectives for faculty members and shall provide the faculty member with feedback on their performance as it relates to organizational standards for continuous improvement.

The Dean of each component College and the Office of Human Resources shall establish a written evaluation procedure and forms for use with the faculty within each College. The procedure shall identify the general timeline for evaluations and shall include a mechanism for the faculty member's self-review.

The Office of Human Resources and the faculty member's next level supervisor shall provide oversight regarding the process for faculty evaluations, including review of self-evaluation and the supervisor's written evaluation prior to delivery to the faculty member.

Following delivery of the written evaluation to the faculty member, a collaborative discussion regarding the content shall take place prior to finalizing the document. The final written evaluation shall be provided to the faculty member and the Office of Human Resources. Merit-based increases for the following fiscal year, if any, shall be determined only after completion of the faculty member's performance evaluation.

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- Policy Owner: Human Resources
 - Effective Date: 9/07/2018
 - Approval by Provost Date: 9/07/2018
 - Approval by President Date: 9/07/2018