

Division Chair Administrative Evaluation

Assessment of Evaluatee by Immediate Supervisor

I. Please submit a commendation/recommendation which takes into consideration, but is not limited to the following:

- 1 Accomplishments based on college goals and area responsibility
- 2 Meets or exceeds items on job description
- 3 General comments on any of the following areas; ability to meet established deadlines, leadership skills, self evaluation, peer evaluation, or public persona including community, statewide or national participation.

II. Additional Comments

III. Optional: Comments by appropriate Vice President

I have read this evaluation and discussed it with my supervisor

_____	_____	_____
Name	Title	Date

Prepared by:

_____	_____	_____
Name	Title	Date