

The evaluation process shall be guided by the following philosophy:

In every field of endeavor, there is the need for judgment and decision on the quality of performance and achievement of personnel. In the field of higher education, the belief is that the evaluation will be cooperative and constructive. This is most likely to occur when the individual being evaluated and the person responsible for the evaluation believe in a joint responsibility to focus on the performance areas of strength as well as those in need of improvement.

Evaluation embodies principles and values held to be important for effective completion of duties so all employees can feel that the basis of evaluation is meaningful. Further, the values embodied in the evaluation should influence the directions in which people develop and the particular skills and proficiencies for which they strive.

Therefore, it is vital that the evaluation system reflect the institutional values and be significant to the operation of the college. It is only in this context that a meaningful evaluation system is established. The purpose of evaluation, is to be directed toward the identification and the commendation of effective performance as well as to define areas requiring attention, and to formulate recommendations which assist the individual in improving and developing his or her potential.

The Evaluation of faculty, staff and administrator performance must be a cooperative, continuing process designed to improve the quality of instruction and services provided by Eastern Wyoming College. Administrative evaluations will be due December 31 of each fiscal year, staff evaluations will be due January 31 of each fiscal year, and faculty evaluations will be due March 15 of each fiscal year. This maintains compliance with Administrative Regulation 3.3.1 Continuing Contract/Tenure and allows for contracts letters to be distributed appropriately by April 1 of each fiscal year. All employees shall be involved in the evaluation process, and share the responsibility for developing and maintaining professional standards and attitudes regarding the evaluation process.

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