

# **Policy IV-F-1: Policy On Performance Management for Full-Time Faculty, Staff and Administrators**

## **1. INTRODUCTION**

San Jacinto College District is committed to providing the highest quality service to its external constituent communities and among its internal departments.

## **2. DEFINITION**

Performance management is a continuous process of identifying, evaluating, and developing the performance of individuals and aligning performance with the strategic goals of the College.

## **3. GOALS**

The goals of performance management are:

- A. To align values, vision, and annual priorities throughout the College.
- B. To ensure faculty, staff and administrators are working on critical activities that will allow the College to accomplish its goals and objectives.
- C. To increase productivity.
- D. To help faculty, staff and administrators improve their performance through on-going feedback.
- E. To identify opportunities for development.
- F. To provide differentiated compensation based on validated ratings.

<b>Policy #:</b>	IV-F-1
<b>Policy Name:</b>	Performance Management for Full-Time Faculty, Staff and Administrators' Annual Performance Review
<b>Pages:</b>	2
<b>Revision:</b>	Combines Previous Policies IV-F-1, 2, 3, 4
<b>Adopted Date:</b>	IV-F-1 March 2, 1981. IV-F-2 March 2, 1981. IV-F-3 March 2, 1981. IV-F-4 March 2, 1981.
<b>Revision/Reviewed Date:</b>	IV-F-1 Revised May 2, 1994 IV-F-2 Revised May 2, 1994; August 3, 1998 IV-F-3 Revised May 2, 1994; September 1, 2000 IV-F-4 Revised May 2, 1994 Revised January 6, 2015
<b>Effective Date:</b>	March 2, 1981 IV-F-1 May 2, 1994 IV-F-2 May 2, 1994; August 3, 1998 IV-F-3 May 2, 1994; September 1, 2000 IV-F-4 May 2, 1994 January 7, 2015
<b>Associated Procedure:</b>	4-11