

Personnel Evaluations System Committee

(Tuesday, November 19, 2013)

3:00PM)

(Bldg. 1 Conference Rm)

Chair: Chet Jarman

Vice-chair: Brenda Rogers

Secretary: Christina Hale

Members Attending: Chet Jarman, Christina Hale, Clara Ebron, Carol Willard

Emily Woolard (Resource)

Members Absent: Sarah Hudson and Brenda Rogers

Minutes from Meeting (November 19, 2013)

Agenda Item Approval of the Minutes

I.

Presenter: Chet Jarman

- Action Taken: Carol Willard made a motion to approve the minutes from the Nov. 1 meeting, seconded by Clara Ebron

Agenda Item Competition of the Staff Evaluation by Supervisor

I.

Proofread

Presenter: Chet Jarman

- Discussion Item: Committee Chair Chet Jarman asked committee members read through the completed draft of the Staff Evaluation and bring revision comments on a printed draft.

II.

Instructor Evaluation by Supervisor

Presenter: Chet Jarman

- Discussion Item: Members discussed Performance Factors to keep from the original instructor version as well as from the revised staff evaluation.

Other Information

Next Meeting: (Friday, December 6th at 9:00am, Bld. 1 Conference Rm)