

(Thursday, January 23, 2014)

Personnel Evaluations System Committee

(3:00 PM)

(Bldg. 1 Conference Rm)

Chair: Chet Jarman

Vice-chair: Brenda Rogers

Acting Secretary: Clara Ebron

Members Attending: Chet Jarman, Sarah Hudson, Brenda Rogers, Carol Willard, Clara Ebron

Emily Woolard (Resource)

Members Absent: Christine Hale

Minutes from Meeting (January 23, 2014)

Agenda Item Approval of the Minutes

I.

Presenter: Chet Jarman

- Action Taken: Brenda Rogers made a motion to approve the minutes from the January 15th, 2014 meeting. Seconded by Carol Willard.

Agenda Item Drafting new Supervisor Evaluation by Employee

II.

Presenter: Chet Jarman

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- Action Taken: Members unanimously agreed to recommend draft of Supervisor Evaluation by Employee at Senior Staff meeting on January 27, 2014

Agenda Item Drafting new Self Evaluation

II.

Presenter: Emily Woolard

- Action Taken: Question asked if evaluation of Supervisor by Employee should be mandatory?
- Emily stated that we should be live on People's Admin between mid to late February and up and running no later than March 1, 2014
- Human Resource will be responsible for drafting a Self Evaluation Form

Other Information

Next Meeting: TBA