

# 2020 – 2021 Research Faculty Evaluation Form

Review Period: July 1, 2019 – June 30, 2020

Employee Name:

Employee ID:

Job Title:

Department:

Supervisor/PI Name:

## Performance Rating

- 5-Outstanding**  
Far exceeds performance expectations on a consistent and uniform basis. Work is of exceptional quality in all essential areas of responsibility. In addition, makes an exceptional or unique contribution in achievement of unit, department, and University objectives.
- 4-Exceeding Expectations**  
Always achieves performance expectation and frequently exceeds them. Demonstrates performance of a very high level of quality in all areas of responsibility.
- 3-Meeting Expectations**  
Consistently fulfills performance expectations and periodically may exceed them. Work is of high quality in all significant areas of responsibility.
- 2-Below Expectations**  
Fails to meet expectations in one or two of the significant/essential position requirements and improvement is needed in these areas.
- 1-Fails to Meet Expectations**  
Fails to meet expectations in more than two of the significant/essential position requirements and improvement is needed in most aspects of position.

## Performance Evaluation Signatures

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor/PI: \_\_\_\_\_ Date: \_\_\_\_\_

This signature indicates that the supervisor and employee have discussed the evaluation and does not necessarily imply consent. The employee has the right to attach a document to supplement this evaluation. The employee is to receive a copy of the signed form. Both signatures are required for employee to be eligible for a merit increase.