

**CAROLINAS COLLEGE OF HEALTH SCIENCES
POLICY**

Board Policy

SUBJECT: PERFORMANCE APPRAISAL PROCESS

REVIEWER: Board of Directors

POLICY

The intent and major focus of the performance appraisal process is to identify and give recognition for outstanding service, to give confirmation for satisfactory service, and to provide for staff development when deemed necessary. The overall purpose is to encourage all personnel to aspire to a higher level of performance in the service of students, the community, and the institution. It is the responsibility of the supervisor to complete a performance appraisal on each employee at regularly scheduled intervals.

APPROVAL

Name: _____ Title: Chair, Board of Directors Date: _____