

NOTICE OF PROPOSED REGULATION AMENDMENT

Date: February 14, 2017

REGULATION TITLE:
Faculty Evaluation

REGULATION NO.:
6.008

SUMMARY: The amendments to the regulation update it to reflect the current process for IFAS faculty evaluation, including clarifying that the faculty member prepares a statement of situation, annual goals, plan of work and report of accomplishments. The amendments also codify the existing practice that the District Extension Director conducts the performance evaluation of County Extension Faculty in cooperation with the appropriate County Extension Director and/or other designated supervisor.

AUTHORITY: BOG Regulation 1.001

COMMENTS CONCERNING THE PROPOSED REGULATION SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT IS: Sandra L. Mitchell, Legal Assistant II, 123 Tigert Hall, Post Office Box 113125, University of Florida, Gainesville, Florida 32611, 352-392-1358 office, 352-392-4387 facsimile, regulations@ufl.edu.

NAME OF PERSON WHO APPROVED THE PROPOSED REGULATION AMENDMENT: Jack Payne, Senior Vice President for Institute of Food and Agricultural Sciences

THE FULL TEXT OF THE PROPOSED REGULATION IS ATTACHED TO THIS NOTICE.

REGULATIONS~~RULES~~ OF THE
~~DEPARTMENT OF EDUCATION~~
~~DIVISION OF UNIVERSITIES~~
UNIVERSITY OF FLORIDA

~~6C1~~-6.008 ~~IFAS~~; Faculty Evaluation.

(1) Each faculty member shall be evaluated annually. Unit administrators and District Extension Directors will complete the evaluation process including the prescribed evaluation forms by March 31 for all faculty. The Senior Vice President for Agriculture and Natural Resources and/or each functional dean shall issue annually, or as needed, instructions about conducting the faculty evaluation including the prescribed evaluation forms.

(2) The evaluation for faculty members ~~and County Extension faculty members~~ includes:

(a) A statement of situation prepared by the faculty member including the description of the position ~~the faculty member occupies~~d in relation to long range unit mission and goals.

(b) A statement of the annual ~~work~~ goals and plan of work of ~~prepared by~~ the faculty member.

(c) An annual faculty ~~achievement~~ report of accomplishment statement prepared by the faculty member.

(d) An evaluation ratings section including comments ~~on~~ by both the faculty member and the unit administrator.

(3) The performance evaluation for each County Extension faculty member shall be conducted annually by the supervising District Extension Director in cooperation with the

appropriate County Extension Director and/or other designated supervisor. The Dean for Extension will revise and issue additional instructions on performance evaluation annually or as needed. The performance evaluation criteria include: (a) position description; (b) program development (planning, implementation, ~~and~~-evaluation, and reporting); (c) affirmative action compliance-compliance review; (d) professional development and improvement activities; (e) working relationship; and (f) critical incidents that are notably good or unacceptable.

~~Specific~~ Authority: BOG Regulation 1.001-240.227(1) FS.

~~Law Implemented 240.227 (5), 240.245, 240.511 FS.~~

History--New 9-29-75, Formerly 6C1-6.08, Amended 5-19-93, 6-28-98, Formerly 6C1-6.008, Amended _____.