

GLENDALE COMMUNITY COLLEGE DISTRICT

Advisory Administrative Evaluation Instructions

Based on your working relationship with the evaluatee, please complete the attached Advisory Administrative Evaluation Form.

A rating of "M/E" indicates that the person Meets or Exceeds Professional Expectations; "N" represents a Need to Improve rating; a "U" represents Unsatisfactory. If you have no personal knowledge of a specific element, please indicate "N/A."

Once you have completed your rating, you are requested to meet with the administrator being evaluated to discuss your recommended ratings.

The evaluation form must be signed by you and returned to the supervising administrator no later than _____.