

PERFORMANCE MATRIX

Exceptional <i>Few staff members at the university (5%-10%) are likely to receive this rating.</i>	Highly Effective <i>Some members at the university (20%-30%) are likely to receive this rating.</i>	Successful <i>Most staff members at the university (50%-70%) are likely to receive this rating.</i>	Needs Improvement <i>Few members at the university (5%-10%) are likely to receive this rating.</i>	Unsatisfactory <i>Very few members at the university are likely to receive this rating.</i>
Performance consistently exceeded expectations of essential job responsibilities, position and workplace expectations, workplace goals, standards of professionalism, and university core values .	Performance often exceeded expectations of essential job responsibilities, position and workplace expectations, workplace goals, standards of professionalism, and university core values .	Performance met, though occasionally may have exceeded or failed to meet , expectations of essential job responsibilities, position and workplace expectations, workplace goals, standards of professionalism, and university core values .	Performance did not typically meet, though occasionally may have met , expectations of essential job responsibilities, position and workplace expectations, workplace goals, standards of professionalism, and university core values .	Performance was usually below expectations or failed to meet expectations of essential job responsibilities, position and workplace expectations, workplace goals, standards of professionalism, and university core values .
Made significant or important contributions to, or impact on, the department, school/management center, and/or university beyond what was expected of a successful employee.	Made meaningful contributions to, or impact on, the department, school/management center, and/or university beyond what was expected of a successful employee.	Made expected contributions to, or impact on, the department, school/management center, and/or university, though occasionally may be greater or less than expected of a successful employee.	Made few contributions to, or impact on, the department, school/management center, and/or university though less than expected of a successful employee.	Made minimal or no contributions to, or impact on, the department, school/management center, and/or university.
Consistently requires less than the expected level of supervision to complete a task successfully.	Typically requires less than the expected level of supervision to complete a task successfully.	Typically requires the expected level of supervision to complete a task successfully, which occasionally may be more or less than expected of a successful employee.	Typically requires more than the expected level of supervision to complete a task successfully, which may be more than expected of a successful employee. Typically needs further coaching and development to improve behavior and/or fully meet position expectations.	Consistently requires more than the expected level of supervision to complete a task successfully, which is more than expected of a successful employee. Does not demonstrate behavioral improvement and/or fully meet position expectations after coaching.
			Effort is needed to improve performance. Positive Corrective Action (PCA) may be appropriate.	Immediate significant improvement is needed in many ways to keep current position. If not already in Positive Corrective Action (PCA) , a PCA is required and the supervisor should contact Employee Relations .