

## NOTICE OF PROPOSED REGULATION

Date: August 19, 2005

**REGULATION TITLE:**  
Evaluations

**REGULATION NO.:**  
6C7-3.034

**SUMMARY OF REGULATION:** The purpose of this new regulation is to provide evaluations of employee performance to employees on a regular basis. This regulation sets forth a procedure for performance evaluations on employees and should aid in improving employee's performance of assigned duties.

**AUTHORITY:** BOG Resolution dated January 7, 2003

**NAME OF PERSON WHO INITIATED PROPOSED REGULATION:**  
Mark Roberts, Director of Human Resources

**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 IS:**

Regulations Administrator  
4000 Central Florida Blvd.  
Millican Hall, Suite 360  
Orlando, FL 32816-0015  
Phone: (407) 823-2482  
Fax: (407) 823-6155  
e-mail: [regulations@mail.ucf.edu](mailto:regulations@mail.ucf.edu)

**FULL TEXT OF THE PROPOSED REGULATION:**

**6C7-3.034 Evaluations.**

- (1) Evaluations of employee performance will be provided to employees on a regular basis.
- (2) The performance evaluation shall be in writing. Performance evaluations are intended to communicate to the employee the level of his/her performance and should aid in improving the employee's performance of assigned duties. Evaluations will be considered in making personnel decisions.
- (3) This Rule does not apply to OPS employees or to those employees who have received a notice of non-reappointment or termination or who have resigned from employment with the University.

*Authority: BOG Resolution dated January 7, 2003. HISTORY- New.*