



Temporary coaching faculty are evaluated annually according to the professional standards of the sport that they are appointed to coach and the principles of conduct established by the Department of Intercollegiate Athletics, the Division of Student Affairs, the University, the CSU, and the National Collegiate Athletic Association.

Your annual evaluation will include a written evaluation of your effectiveness in your work assignment and a statement as to whether the performance is satisfactory. Your evaluation will consist of the following criteria:

- Coaching Effectiveness
- Administrative Responsibilities
- Professional & Interpersonal Skills
- Contributions related to the Strategic Priorities of Athletics, the University, CCAA and NCAA (Service)

Procedure:

- The Executive Director of Athletics will conduct the annual performance evaluation for full-time, temporary faculty (Head Coaches).
- The supervising Head Coach will conduct the annual performance evaluation for Assistant Coaches with final review by the Executive Director of Athletics.
- Student-athlete feedback forms are typically administered during the spring semester. A summary of the student-athlete feedback will be inserted into the faculty member's Personnel Action File (PAF) in compliance with the CBA.
- The evaluation of coaching faculty will follow the timeline of the University's annual RTP deadline calendar. Pursuant to CBA 15.23 and 15.24, there will be an opportunity for peer input in the evaluation process.
- Coaching faculty will be provided with a copy of the written record of their performance evaluation per Article 15 of the CBA.
- A written record of the annual performance evaluation will be placed in the coaching faculty member's Personnel Action File (PAF) per Article 15 of the CBA.
- Coaching faculty may request to meet in-person with the appropriate supervisor to discuss the written performance evaluation.
- The Vice President of Student Affairs will have access to the written record of the evaluation similar to a College Dean and the Provost.

**CALIFORNIA STATE UNIVERSITY, CHICO
COACHING PERFORMANCE EVALUATION**

Employee Name: _____

Working Title _____

Current Range _____

Evaluator's Name Title: _____

Period of Review : _____

SECTION I: PERFORMANCE EVALUATION CRITERIA	
<p><u>Coaching faculty will be evaluated on the following criteria:</u></p> <ul style="list-style-type: none"> • Coaching Effectiveness • Administrative Responsibilities • Professional & Interpersonal Skills • Contributions related to the Strategic Priorities of Athletics, the University, CCAA and NCAA (Service). <p><u>Per the FPPP, section 9.1.3.b. performance is rated as:</u></p> <p>S = SATISFACTORY - Employee consistently performs at a level that meets or exceeds expectations for the position, as well as the goals and objectives of specific assignments.</p> <p>U = UNSATISFACTORY Employee's performance has not met the expectations for the position or the goals and objectives of specific assignments. A written statement of specific actions required to improve performance is required.</p> <p>N/A= NOT APPLICABLE Items, which the evaluator believes, do not pertain to the employee being evaluated.</p>	
COACHING EFFECTIVENESS	RATING
<p>Competitive Performance of Team: Success of team based on win/loss record; Conference, regional and/or national recognition; Success and/or recognition of individual athletes; Improvement of team and/or student-athletes performance or record. Demonstrates skill, knowledge and proficiency in the sport; Keeps informed of modern trends and strategies; Demonstrates good judgment; Displays willingness to make decisions.</p>	
<p>Leadership: Demonstrates sensitivity and awareness in relating to people; Fosters an environment that supports the student-athlete experience; Sets appropriate examples for integrity, openness, cooperation, and commitment to the University; Secures cooperation and optimum results through efforts of coworkers, and subordinates; Maintains or contributes to an environment of trust and respect.</p>	
<p>Supervision: Conducts appropriate performance reviews of subordinates; Establishes purposeful goals and helps subordinates to meet them; Continually works to support and improve performance of subordinates; Encourages and supports professional development of subordinates.</p>	
<p>Professional Conduct: Demonstrates appropriate personal behavior and decision making; Models sportsmanship behavior and ethical conduct; Maintains self-control during competition; Remains accountable for decision making; Demonstrates professional growth in current job assignments; Maintains appropriate supervisory relationship with assistant coach; Maintains appropriate coach-student relationships.</p>	

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COACHING PERFORMANCE EVALUATION**

<p>Academic Performance of Team: Reinforces academic accountability as a priority for student-athletes; Evidence of satisfactory academic progress, retention and graduation rates of student-athletes; Satisfactory Team GPA.</p>	
<p>Student-Athlete Health & Safety: Understands and complies with NCAA Health & Safety legislation and best practices related to Concussion Management, Cardiac Health, Safe Return to Activity (periodization/acclimatization) and other NCAA Sport Science Initiatives; Respects and complies with the authority of the certified athletic training staff regarding injury management and return to play decisions; Works collaboratively with the strength & conditioning staff.</p>	
<p>Team Culture: Cultivates a team environment that embraces diversity and nurtures a welcoming and inclusive campus; Demonstrates understanding and empathy for student-athlete mental well-being; Creates a culture of respect, accountability and responsibility; Encourages team engagement in department and University initiatives and events; Adheres to University and department guidelines and regulations that govern student conduct.</p>	
<p>Recruitment: Demonstrates the ability to plan, organize and implement successful recruiting strategy; Demonstrates a knowledge of department, conference and NCAA regulations regarding recruiting; Complies with department policy, campus and NCAA policy regarding student-athlete recruitment; Work cooperatively with Athletics Compliance Coordinator, Admissions, Financial Aid during the recruitment process.</p>	
<p>Summary of Student-Athlete Evaluations: Works effectively with student-athletes; Demonstrates appropriate motivational techniques; Communicates regularly and effectively with student-athletes.</p>	
<p>ADMINISTRATIVE RESPONSIBILITIES</p>	<p>RATING</p>
<p>Managing Financial and Material Resources: Demonstrates fiscal responsibility and efficient utilization of resources; Complies with campus and auxiliary expenditure guidelines; Plans and controls expenditures; Works to contain costs and minimize financial loss; Uses resources wisely.</p>	
<p>Quality and Quantity of Work: Meets appropriate standards for quality and quantity of work; Meets deadlines; Is consistent in accuracy, efficiency, acceptability and thoroughness.</p>	
<p>NCAA/Conference Rules Compliance: Adheres to the NCAA and conference governing policies and procedures; Communicates regularly with Athletic Compliance staff to seek advice and interpretation in understanding CCAA and NCAA rules; Maintains working and collaborative working relationships with Athletic Compliance to ensure ethical and fair recruitment of prospective student-athletes; Demonstrates commitment to both the intent and spirit of applicable NCAA rules and regulations; Attends mandated rules education meetings; Demonstrates appropriate administrative responsibility when violations are reported; Acts with honesty and sportsmanship at all times; Demonstrates integrity and professionalism in applying guidelines to respective program.</p>	
<p>Workplace Security/Safety Practices: Maintains appropriate safety certifications (e.g. CPR); Understands emergency plans and procedures; Understands and observes workplace security policies; Works with administrative staff to assist in facility safety oversight (specifically in areas such as the weight room, training room, and athletic facilities); Adheres to University policies regarding safety (e.g. Travel, OSHA, Title IX, Clery Act).</p>	
<p>PROFESSIONALISM & INTERPERSONAL SKILLS</p>	<p>RATING</p>

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COACHING PERFORMANCE EVALUATION**

Communication: Communicates effectively orally and in writing; provides information that is clear; Listens actively to others; Explains ideas clearly; Effectively conducts and/or participates in meeting; Accepts and offers criticism constructively; Answers inquiries in timely and professional manner; keeps supervisor informed.	
Teamwork: Enjoys good relations with others; Capable of obtaining cooperation and achieving results with and through others; Promotes teamwork; Treats co-workers and student-athletes with respect and courtesy.	
Attitude and Cooperation: Is committed to the goals of the Athletics Department, University, CCAA and NCAA. NCAA; Demonstrates a helpful manner to coworkers, student-athletes, and others; Is approachable and respects the views of others; Projects a positive outlook; Is functional; Adjusts to and manages stress; Exhibits responsible and mature management and supervisory behavior; Assumes responsibility for decisions and actions.	
CONTRIBUTIONS TO THE STRATEGIC PRIORITIES OF ATHLETICS, THE UNIVERSITY, CCAA AND NCAA AS WELL AS THE COMMUNITY (SERVICE)	RATING
Department Support: Supports the athletic department and University mission; Regularly attends department meetings; Maintains standard office hours; Regularly attends University and community functions representing the athletic program; Cooperates and communicates with athletic support staff; Works cooperatively with units outside athletic department (e.g. eligibility, financial aid, advising, admissions, housing).	
Diversity and Inclusion: Accepts responsibility and makes conscientious efforts to promote diversity and inclusion. Honors the distinct values, beliefs, identities and cultures of our students, faculty, staff and community.	
Public Relations: Effectively communicates with media; Adheres to department media policy; Regularly communicates with constituency group; Participates in mandated department events; Regularly engaged in public relations functions (i.e. public speaking engagements, camps, clinics, presentations at conventions, local outreach programs)	
Fundraising: Meets fundraising expectations and/or outcomes outlined by the Director of Athletics and the Athletics Advancement Officer.	
Personal Professional Development or Growth Engages in professional development to enhance personal ability to meet or exceed the demands of the position; Seeks opportunities to learn skills or advance knowledge particularly about matters related to the position, including timely completion of applicable mandatory trainings.	S
SECTION II: SUMMARY (select one) Satisfactory _____Unsatisfactory _____	
Based upon the review of the performance criteria, summarize the employee's performance.	

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COACHING PERFORMANCE EVALUATION**

My signature certifies that this performance evaluation has been discussed with me. I understand that my signature does not necessarily indicate agreement with the evaluation.

Employee's Signature

Date

Athletic Director's Signature

Date

