

****The Form is for Board of Trustee Members Only****

2020 Classified Employee of the Year Award
Scoring Form

Employee Name: _____

Community College District: _____

Job Title: _____

| Document(s) provides evidence of: (Total Points = 60) | Possible Points | Points Given |
|---|------------------------|---------------------|
| Commitment to the <i>Vision for Success</i>, the California Community Colleges mission , as well as the mission of the local community college district. | 1-10 | |
| A Commitment to higher standards of job performance and professionalism. <ul style="list-style-type: none"> • Demonstrates competence, and knowledge on the job • Plays a leadership role in employee/management collaboration • Promotes collaboration within the work environment • Is committed to high standards of performance • Exemplifies professionalism at all times • Steps up to cooperatively work through problems | 1-15 | |
| Commitment to serving the institution through participation in college, professional and/or community activities. <ul style="list-style-type: none"> • Involvement in college and/or district activities • Organizes others within the work environment • Promotes open communication among work groups • Willingness to take the extra step | 1-15 | |
| Commitment to serving as a leader beyond the local institution through service in local, statewide and/or national activities. Evidence of activities that reveal leadership through participation in employee organizations and the local community. <ul style="list-style-type: none"> • Involvement in professional and/or community volunteerism/activities • Organizes others within the community • Acts of service above and beyond the call of duty | 1-15 | |
| <ul style="list-style-type: none"> • Up to five points are possible for additional information | 1-5 | |
| Total Points (maximum 60) | | |

Rank: _____ of _____ Signature of Reviewer: _____