

DePaul Performance Appraisal Rating Scale and Definitions

Outstanding - Performance is Exceptional.

The employee delivers extraordinary accomplishments in their role as measured by results, consistent work quality, quantity, and timeliness in all areas of responsibility. Their contributions have made an outstanding impact on the achievement of department and university priorities. Employee exhibits mastery in all dimensions of role and responsibilities. Serves as an inspirational role model for behaviors consistent with DePaul's mission and values.

Exceeds Expectations - Performance Exceeds Established Expectations.

The employee exceeds established expectations as measured by results, consistent work quality, quantity, and timeliness in most areas of responsibility. They exhibit mastery in most dimensions of the work performed, making a significant contribution in support of the department, division, or university goals. Sets an excellent example of behaviors consistent with DePaul's mission and values.

Successful - Successfully Meets Established Expectations.

The employee meets established expectations as measured by results, work quality, quantity, and timeliness in areas of responsibility. They exhibit proficiency in most dimensions of the work performed, achieve and occasionally exceed established goals. Demonstrates behaviors consistent with DePaul's mission and values.

Below Expectations - Performance is Below Established Expectations.

The employee is inconsistent in meeting most established expectations in terms of results, consistent work quality, quantity, and timeliness in one or more important areas of responsibility, and/or one or more of the most critical goals were not met. Behavior may not be consistent with DePaul's mission and values. Continued development and improvement is required in key areas of the job in order to successfully meet expectations.

Unsatisfactory - Performance is Unsatisfactory.

The employee does not meet minimum established expectations in results, consistent work quality, quantity, and timeliness in all important areas of responsibility, and/or fails to achieve reasonable progress toward critical goals. Behavior may not reflect DePaul's mission and values. Significant improvement is needed in most areas of the job in order to successfully meet expectations.