Asbury College will set aside an annual period of time to evaluate the performance of all employees. Faculty are reviewed by their students and department heads. All other employees are reviewed by their immediate supervisors. Asbury College believes that “performance evaluation” is an ongoing process that occurs throughout the year. However, a formal review period is established to allow employees and supervisors an opportunity to discuss and document all aspects of performance. This evaluation time can be a very positive opportunity for direct feedback on performance.