

Academic Advisor Evaluation Rating Tool _____

Points earned				Dimension	Points earned	Points Possible	
Unsatisfactory = 1	Basic = 2	Proficient = 3	Distinguished = 4				
				Individual Planning (5 Indicators)		20	
				Responsive Services (6 Indicators)		24	
				The Environment (5 Indicators)		20	
				Professional Responsibilities (5 Indicators)		20	Overall Score
				Coordinator Duties (4 Indicators)		16	Points earned/ Points Possible
Overall Total Points						100	

Effectiveness Rating Checklist

☐ 85-100% Overall Score
☐ 16+ indicators are rated Distinguished
☐ 3 or less indicators are rated Basic
☐ No indicators are rated Unsatisfactory

Are ALL of the above checked?:

Yes: Overall Rating HIGHLY EFFECTIVE

No, see below:

☐ 70-100% Overall Score
☐ Less than 16 indicators are rated Distinguished
☐ Less than 7 indicators are rated Basic
☐ No more than 2 indicators are Unsatisfactory

Are ALL of the above checked?:

Yes: Overall Rating EFFECTIVE

No, see right:

Overall Rating: Highly Effective Effective Minimally Effective Ineffective

☐ 51-69% Overall Score

☐ 7+ indicators are rated Basic
☐ 3 or less indicators are Unsatisfactory

Are ANY of the above checked? If yes, is anything checked below? If nothing is checked below, overall rating: Minimally Effective

No, see below:

☐ 0-50% Overall Score
☐ 4+ indicators are rated Unsatisfactory

Are ANY of the above checked?:

Yes: Overall Rating INEFFECTIVE

Staff: _____ Date _____

Administrator: _____ Date _____