# Ratings Matrix

**Staff Appraisals 2019**

<table>
<thead>
<tr>
<th>Categories</th>
<th>Exceptional</th>
<th>Exceeded Expectations</th>
<th>Fully Achieved Expectations</th>
<th>Some Expectations Met</th>
<th>Expectations Not Met</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance</td>
<td>Performance far exceeded expectations</td>
<td>Performance consistently exceeded expectations</td>
<td>Fully achieved and at times may have exceeded expectations</td>
<td>Performance occasionally met expectations but was inconsistent</td>
<td>Immediate improvement is needed</td>
</tr>
</tbody>
</table>

## Detailed Definitions

### Goals/
- **Critical goals completed at an exceptional level**
- **Achievements clearly and consistently surpassed all job performance expectations**
- **Completed critical goals**
- **Achievements met and sometimes exceeded job performance expectations**
- **Completed some critical goals**
- **Overall achievement was below expectations**
- **Achieved no critical goals**
- **Majority of work was poorly executed**

### Skills
- **Demonstrated skills, knowledge and abilities significantly beyond the job requirements**
- **Demonstrated skills, knowledge and abilities well beyond the job requirements**
- **Demonstrated required skills, knowledge and abilities of the job requirements**
- **Demonstrated most required skills, knowledge and abilities but improvement/growth is needed**
- **Did not demonstrate basic skills, knowledge or ability required to perform the majority of assigned duties**

### Behavior
- **Served as an organizational role model**
- **Highly professional**
- **Made meaningful contributions to a positive organizational culture**
- **Not consistently professional**
- **Not supportive of a positive organizational culture**
- **Demonstrated unacceptable behavior**
- **Detrimental to a positive organizational culture**

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**UCDaviso**

*Human Resources*