

## **Forms for the evaluation of the President, of the Vice President for Academic Affairs, and for other administrators.**

### **Form for evaluation of the President**

The first set of questions, numbers 1 - 22 are set up in a Likert Scale from 0-5

5=Strongly Agree

4=Agree

3=Neutral

2=Disagree

1=Strongly Disagree

0=No opinion

All questions should be answered based on direct knowledge. If you do not have direct knowledge, please use "0." Please keep in mind that overseeing academics and the faculty is only one part of the President's responsibilities. Please try to base your answers on that aspect of his position. Furthermore, as this evaluation is conducted every 2 years, please try to base your answers on the past 2 years.

1. Takes an interest in faculty needs and concerns
2. Works effectively with faculty
3. Is active and visible in the campus community
4. Promotes a healthy and supportive community
5. Deals effectively with conflict
6. Treats fairly those faculty members who disagree with him
7. Encourages high academic standards on campus
8. Has enhanced the academic climate of the college
9. Is a strong advocate for the liberal arts
10. Seeks appropriate advice in the decision-making process
11. Takes responsibility for decisions he has made
12. Keeps the faculty informed of relevant short-term issues, decisions, and plans
13. Keeps the faculty informed of relevant long-term issues, decisions, and plans
14. Has enhanced the conditions for faculty
15. Has enhanced the financial stability of the college
16. Has enhanced the physical appearance of the college
17. Has enhanced the college's profile
18. Shows a commitment to diversity
19. Is trustworthy
20. Communicates effectively in writing
21. Communicates effectively orally
22. Is readily accessible in person, by phone, and by e-mail

#### **Open-ended items**

What do you judge to be the strengths of the President's job performance?

What suggestions do you have for improvement of the President's job performance?

How might the President better encourage excellence at Franklin College?

Additional comments, if any:

## Form for Evaluation of the VPAA

The first set of questions, numbers 1 - 27 are set up in a Likert Scale from 0-5

5=Strongly Agree

4=Agree

3=Neutral

2=Disagree

1=Strongly Disagree

0=No opinion

All questions should be answered based on direct knowledge. If you do not have direct knowledge, please use "0." As this evaluation is conducted every 2 years, please try to base your answers on the past 2 years.

1. Represents and supports all faculty members equally, without favoritism
2. Represents and supports all academic departments equally, without favoritism
3. Deals effectively with conflict
4. Treats fairly those faculty members who disagree with him
5. Encourages high academic standards on campus
6. Has enhanced the academic climate of the college
7. Is a strong advocate for the liberal arts
8. Responds appropriately to budgetary needs
9. Responds appropriately to personnel issues
10. Follows up on projects, meetings, and suggestions
11. Seeks appropriate advice in the decision-making process
12. Takes responsibility for decisions he has made
13. Keeps the faculty informed of relevant short-term issues, decisions, and plans
14. Keeps the faculty informed of relevant long-term issues, decisions, and plans
15. Has enhanced the conditions for faculty
16. Shows a commitment to diversity
17. Supports and encourages the professional development of faculty members
18. Supports and encourages faculty to achieve academic excellence
19. Is an effective evaluator of faculty teaching
20. Follows faculty handbook policies and procedures
21. Works effectively with faculty
22. Conducts faculty meetings effectively
23. Is trustworthy
24. Keeps personal and non-public information confidential
25. Communicates effectively in writing
26. Communicates effectively orally
27. Is readily accessible in person, by phone, and by e-mail

### Open-ended items

What do you judge to be the strengths of the VPAA's job performance?

What suggestions do you have for improvement of the VPAA's job performance?

How might the VPAA better encourage faculty to academic excellence?

Additional comments, if any:

## **Evaluation of Administrators in Other Areas**

All questions should be based on direct knowledge.

1. What do you believe to be the strengths of areas directly under the supervision of the VPAA? (Academic Records, Academic Resources, Academic Services, Continuing Education, Institutional Analysis, International Studies, Leadership, Library, Professional Development)
2. What suggestions do you have relating to areas directly under the supervision of the VPAA? (Academic Records, Academic Resources, Academic Services, Continuing Education, Institutional Analysis, International Studies, Leadership, Library, Professional Development)
3. What do you believe to be the strengths of other areas of the college? (Admissions, Athletics, Business Office, Institutional Advancement, Physical Facilities, Student Affairs)
4. What suggestions do you have relating to other areas of the college? (Admissions, Athletics, Business Office, Institutional Advancement, Physical Facilities, Student Affairs)