

Academic Administrator Evaluation

**Default Question Block**

**Administrator Being Evaluated:**

The major thrust of the evaluation of academic administrators shall be to improve the effectiveness of Eastern Kentucky University's academic administration. To accomplish this, the evaluation process will require the active support and input from all persons in a position to express valid viewpoints on the performance of individual administrators. All completed questionnaires will be treated confidentially and will be used in evaluating the administrator. As far as possible, identifiable information will not be provided to the administrator being evaluated.

As a colleague, you are in a position to give important feedback regarding this individual's performance. Please complete the questionnaire below. Thank you.

**Leadership**

	Unacceptable	Poor	Average	Good	Excellent	N/A
Creates a climate in which faculty and staff are encouraged to develop and continuously learn.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Holds self accountable and ensures accountability in others for achieving results.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensures that others have the resources, information, authority, and support needed to achieve strategic objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Effectively advocates for the needs of the college/unit.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reflects an ability to cope with conflicting requirements of multiple constituencies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has a long-range vision, thinks and plans beyond year-to-year operation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Communication**

	Unacceptable	Poor	Average	Good	Excellent	N/A
Articulates a clear vision for the college/unit.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fosters an environment of open, honest, and respectful discussion of all issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creates an environment that ensures others have appropriate access to information which may be useful to them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Listens attentively and with empathy to concerns expressed by others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communicates effectively to internal and external audiences by tailoring message, style, and content.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Administration**

	Unacceptable	Poor	Average	Good	Excellent	N/A
Displays an ability to plan, organize, establish priorities, and make decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Effectively identifies, attracts, and hires faculty/staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Allocates resources prudently and fairly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Objectively and fairly evaluates faculty/staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Involves appropriate persons in decision-making processes.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Handles conflict resolutions in fair and consistent manner.

### Development

	Unacceptable	Poor	Average	Good	Excellent	N/A
Facilitates opportunities for faculty research, other scholarly activity, and professional development.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creates and maintains an environment that supports the open exchange of ideas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provides support for faculty and staff professional development.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scans the environment to plan strategic approaches and develop solutions for the college.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Encourages evidence-based decisions that are aligned with strategic priorities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Encourages staff and stakeholders in visioning process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Relationships

	Unacceptable	Poor	Average	Good	Excellent	N/A
Treats others fairly and respectfully.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recognizes the feelings of others and exhibits an appropriate level of composure, patience, and diplomacy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Effectively cultivates and manages key constituent relationships.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Connects people from across collegiate, cultural, institutional, and global boundaries to accomplish goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Works towards achieving consensus among multiple stake holders.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creates a positive image of the college/unit in the local and regional communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What is the greatest strength of .... ?

In what area does ..... have the greatest need for improvement?

Please provide any other comments regarding the administrative activity of ....

Overall, I rate the performance of ..... as:

	Unacceptable	Poor	Average	Good	Excellent
Overall Evaluation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please select which best describes your affiliation with the university:

- Administration
- Faculty
- Staff
- Other
- Prefer not to respond