CHARGE 4 RECOMMENDATION (PPM 1-17)

V. EVALUATION OF ACADEMIC DEANS

A. The provost will conduct periodic evaluations of academic deans. These periodic evaluations will include an interim review during the second year of the appointment (or latest reappointment), and a formal reappointment evaluation by the end of the term of service. More frequent reviews may be conducted at the discretion of the provost. Prior to the interim review and reappointment evaluations, deans will submit a status report about the college for public examination. The interim assessment and reappointment evaluation will include, but not be limited to, a formal survey of all full-time faculty and staff serving under the dean's leadership, and input from all pertinent constituencies of the dean, both internal and external. The reviews are intended to provide feedback to academic deans and their administrative superiors on a regular and formal basis.

B. Dean's Leadership and Management Evaluation Survey

The basic survey instrument will be faculty generated by a task force appointed by the Faculty Senate. The basic instrument will be approved by the Faculty Senate. Additions to the basic survey, addressing unique college needs, will be submitted to that college's faculty for approval.

C. Administration of the Dean's Evaluation Survey

By the end of the dean's second full year of service, the instrument will be administered that year and every two years thereafter. Each full-time faculty and staff member will be notified by the provost's office to complete the dean's evaluation survey. Faculty and staff shall have a maximum of 10 working days to complete the evaluation survey.

D. Interpretation of the Dean's Evaluation Survey

The biennial survey data will be interpreted the year in which the dean is evaluated. An advisory committee for each dean consisting of that college's rank and tenure committee, at least one department chair from the same college, and another dean to be chosen by the provost will be formed to interpret the survey data and assist the provost in the interim assessment and formal reappointment evaluation. A copy of the compiled survey results from each year will be held in the provost's office until they are needed by the committees. Deans may have access to annual evaluations as desired. A dean may request the opportunity of discussing the evaluation data with the committee prior to its final report.

E. Distribution of Evaluation Data

A summary of compiled data, faculty/staff comments and the advisory committee report will be provided to the dean and the provost.