

East Tennessee State University

PERIODIC EVALUATION OF ADMINISTRATORS

Evaluation of _____, _____
(name) (position)

Date: _____

GENERAL INSTRUCTIONS

The purpose of this periodic review is to ascertain whether or not an Administrator has performed satisfactorily in his/her position, to identify strengths, and to obtain feedback regarding opportunities for improvement. Information is solicited from individuals who work both with and for the person being reviewed. Your input is important.

For each item please provide a quantitative evaluation and a narrative statement. Mark your quantitative rank on the scale of 1 to 5. Attach extra sheets for narratives if needed, clearly identifying the particular numbered item it addresses.

1. Progress has been made in your academic or administrative unit as a result of this administrator's leadership taking into account any fiscal, physical, or other restraints under which the unit has been operating.

1 2 3 4 5
strongly agree agree neutral disagree strongly disagree don't know

My ranking is based on the following observations:

2. This administrator is committed to the following ETSU core values:

A. *People come first, are treated with dignity and respect, and are encouraged to achieve their full potential.*

1 2 3 4 5
strongly agree agree neutral disagree strongly disagree don't know

My ranking is based on the following observations:

B. *Relationships are built on honesty, integrity, and trust.*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

C. *Diversity of people and thought is respected.*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

D. *Excellence is achieved through teamwork, leadership, creativity, and a strong work ethic.*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

E. *Efficiency is achieved through wise use of human and financial resources.*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

F. *Commitment to intellectual achievement is embraced.*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

3. This administrator is effective in facilitating, supporting, and rewarding ideas and activities directed toward the achievement of the following University goals.

A. *Expand and enrich student learning*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

B. *Conduct faculty and student research, scholarship, and creative activity*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

C. *Serve and partner with our constituents*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

D. *Demonstrate a commitment to cultural diversity*

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

4. This administrator demonstrates a significant commitment to ETSU's mission as reflected in the University's goals and values.

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	<input type="checkbox"/>
strongly agree	agree	neutral	disagree	strongly disagree	don't know

My ranking is based on the following observations:

5. Indicate some strengths of this administrator:

6. Indicate some opportunities for improvement for this administrator:

In order to provide the best feedback possible it is necessary to know a general source of the information. Please indicate which one of the following best describes your position for this particular evaluation:

Position:	Academic	Administrative
Department Chair	<input type="checkbox"/>	<input type="checkbox"/>
Associate/Assistant Dean, Director	<input type="checkbox"/>	<input type="checkbox"/>
Dean	<input type="checkbox"/>	<input type="checkbox"/>
Vice Provost, Associate/Assistant Vice President	<input type="checkbox"/>	<input type="checkbox"/>
Provost, Vice President	<input type="checkbox"/>	<input type="checkbox"/>
Tenured/tenure-track faculty	<input type="checkbox"/>	<input type="checkbox"/>
Peer	<input type="checkbox"/>	<input type="checkbox"/>
Staff, all levels	<input type="checkbox"/>	<input type="checkbox"/>

Revised: 6/2000