

Evaluation Form for an Academic Dean

This survey was designed by the NAME OF FACULTY COMMITTEE to allow faculty and staff the opportunity to evaluate the deans of the college. This survey has been used in the past several years to evaluate deans. The results of this survey will be used to provide Dean X with performance feedback for professional development purposes. Summarized ratings and a summary of written comments will be presented to Dean X, Provost Y, and President Z. **The data will be completely anonymous and individual responses will not be shared with anyone.**

Instructions:

Decanal performance has been broken into the following categories: Academic Leadership, Administrative Leadership, and Success in External Affairs. Each category contains several specific performance areas. For each of these areas, please check the response that best matches your opinion of the Dean's performance, using the following scale:

VP = Very Poor

P = Poor

F = Fair

G = Good

VG = Very Good

E = Excellent

CE = Cannot Evaluate.

IMPORTANT NOTE: Most respondents will not be able to evaluate the Dean in every area. For performance areas on which you feel unqualified to rate the Dean, please check **Cannot Evaluate, indicating that you cannot evaluate the Dean in that area. PLEASE DO NOT RATE THE DEAN IN PERFORMANCE AREAS WITH WHICH YOU DO NOT HAVE DIRECT EXPERIENCE OR KNOWLEDGE.**

Please read each item carefully and respond to it honestly. At the end of each set of ratings, spaces are provided for open-ended comments related to that area of performance.

Thank you very much for participating in this important activity.

The FACULTY Committee
Dr. CHAIR'S NAME, Chair, X3451

1 How may we use your open-ended comments? (Please select one)

- Check this if you grant us permission to share your open-ended comments directly with the Dean, the Provost, and the President. If you check here, please note that although your comments may be included in the summary report the Organization Committee will write, there will be no identifying information tied to these comments; therefore they will be completely anonymous.
- Check this if you do not wish your open-ended comments shared with the Dean, the Provost, and the President. If you check this, your actual comments will not be shared with these individuals or anyone else. Themes from the comments of all respondents

collectively may be incorporated into the written summary report.

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I. Dean X's Academic Leadership

- 2 Undergraduate program development** (e.g., clarity of vision; establishment of new programs; revision of existing programs; support of international programs; communication and/or response to revisions in school, state or outside agency requirements in programs)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 3 Graduate program development** (e.g., clarity of vision; establishment of new programs to meet demands or needs; revision of existing programs; communication and/or response to revisions in school, state or outside agency requirements in programs)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 4 Research/scholarship/artistic creativity** (e.g., continuation of personal research and scholarly interests; presentation of research or scholarship at conferences; publications; artistic shows)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 5 Faculty governance** (e.g., support of faculty governance structure within the division and across the college; encouragement and recognition of faculty participation in governance)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 6 Student leadership and governance** (e.g., encouragement of student participation in governance; support of student leadership opportunities in campus and community organizations)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 7 Support of an engaged learning environment** (e.g., support of innovative pedagogy; support of faculty-student collaboration in research, performance, scholarship and applied work; support for lectures, conferences, performances, etc.)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 8** Using the space below, please provide any additional clarification regarding Dean X's academic leadership, including ways in which the Dean might improve in this area:

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II. Dean X's Administrative Decision Making and Leadership

- 9 Strategic planning for the departments** (e.g., communication with department chairs; support for communication among departments within school; representation of departments within school to the larger college community; foresight in responding to department needs)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 10 Budget priorities and decisions** (e.g., ranking of budgetary needs and decision making to support the goals of the school and college)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7

11 Decision making in hiring and appointment (e.g., academic and professional faculty, and classified staff, associate deans)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7

12 Decision making regarding:

1 Very Poor	2 Poor	3 Fair	4 Good	5 Very Good	6 Excellent	7 Cannot Evaluate
Merit pay						
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7
Tenure						
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7
Re-appointment						
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7
Promotion						
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7

13 Decision making in faculty support and development (e.g., sabbaticals, workload)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6	<input type="radio"/> 7

14 Using the space below, please provide any additional clarification regarding Dean X's decision making and administrative leadership, including ways in which the Dean might improve:

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III. Dean X's Success in Advocacy/External Affairs

- 15 Alumni and parent relations** (e.g., visibility and availability to alumni, parents; quality of interaction with alumni, parents)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 16 Advocacy for the school** (e.g., representation and promotion of the school at the state, national, and international levels where appropriate)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 17 Generation of funding** (e.g., support of faculty in applying for grants; promotion of school goals and initiatives via application for funding from grants, college administration and outside agencies; success in obtaining financial resources)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 18 Relationships with academic faculty** (e.g., availability to faculty; communication of needs to faculty; quality of interaction with faculty; responsiveness to faculty needs; support of faculty innovation in scholarly and creative work)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 19 Relationships with other deans and divisions** (e.g., quality of interaction with deans and chairs in other schools/colleges; performance in working with other divisions)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
1	2	3	4	5	6	7

- 20 Relationships with professional faculty** (e.g., quality of interaction with professional faculty)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- 21 Relationships with classified staff** (e.g., availability to administrative staff; communication of needs to administrative staff; responsiveness to staff needs)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- 22 Relationship to students in the School** (e.g., availability to students; quality of interaction with students; responsiveness to student needs)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- 23 Initiative in service to the community** (e.g., support of professional development and services to the region)

Very Poor	Poor	Fair	Good	Very Good	Excellent	Cannot Evaluate
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- 24** Using the space below, please provide any additional clarification regarding Dean X's success in advocacy/external affairs, including ways in which the Dean might improve in this area:

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IV. Additional Performance Feedback

- 25** Using the space below, please provide any additional feedback regarding Dean X's performance in areas other than those covered in previous sections (e.g., duties, programs or initiatives specific to his particular position), including ways in which the Dean might improve.

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V. RESPONDENT INFORMATION

Please answer the following questions so that we may present performance feedback separately from different sources. **Of course, you may skip any question.**

- 26** Status (check one)

- Classified Staff
- Dean
- Associate/Assistant Dean
- Academic Faculty (see next 2 questions)
- Management/Confidential
- Professional Faculty
- Other, please specify

- 27** If you are academic faculty, please specify...

- Tenure Track **Tenured**
- Tenure Track **Untenured**
- Adjunct
- Lecturer
- Visiting

- 28** If you are academic faculty, to which of the following do you belong?

- College of Liberal Arts & Sciences
- School of Business
- School of Education

- School of Fine & Performing Arts
- School of Physical Sciences & Engineering
- Sojourner Truth Library
- Other, please specify

29 When did you start work at SPECIFIC COLLEGE?

- Before 1970
- 1971 - 1979
- 1980 - 1989
- 1990 - 1999
- 2000 - 2005
- 2005 to the present

30 For how long have you known the Dean in his present capacity?

Years

Months

31 How would you describe the amount of **direct** contact you have had with Dean X in the past year?

- Frequent
- Occasional
- Rare
- None

Thank you for participating in the process of evaluating Dean Daw. You may rest assured that your responses are completely anonymous. However, your responses must be based on **direct experience with** or **knowledge of** Dean Daw.

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