

Attachment 4
University Handbook, Section C41.4: Administrative Evaluation Procedures
Approved by Faculty Affairs on January 20, 2009
Revised by the Faculty Affairs Subcommittee August 21, 2009
Revised 11.2.09

PROPOSED CHANGES IN CONTINUOUS TEXT

C41.4 (a). Performance evaluations of all heads/chairs/directors and other administrative supervisors in academic and non-academic departments/units are completed annually for merit increases. Individuals under their direct supervision, as well as other faculty, unclassified professionals, classified staff, and clientele as specified in the department's/unit's evaluation system, will be asked to provide input identifying strengths, weaknesses and issues relevant to the administrator's annual performance.

C41.4 (b). At least once every five years, the responsible dean, vice provost, vice president, provost or president, depending upon the department's/unit's reporting structure, will issue a request for input from individuals regarding the performance of their department/unit administrator(s). Please follow the process outlined in B123.