

CONFIDENTIAL EVALUATION OF ACADEMIC DEPARTMENT CHAIR

Name of Chair _____

Department _____

Please provide a candid evaluation of the administrative performance of your department Chair. This is a confidential evaluation; it will not be shared directly with your Chair. The Academic Dean will make use of your input and other sources in the evaluation of your Chair's performance.

Please send this evaluation to the Academic Dean's office no later than June 1.

Please rate your Chair by circling the appropriate response. SA= Strongly Agree, A= Agree, D= Disagree, SD= Strongly Disagree, NR= No Response (Not Applicable or Don't Know)

1. The chair provides active leadership to help individual department members improve their teaching.	SA	A	D	SD	NR
2. The Chair provides active leadership to help individual department members improve their professional development.	SA	A	D	SD	NR
3. The Chair provides leadership in the development of the department's curriculum.	SA	A	D	SD	NR
4. The Chair assigns departmental teaching loads in a fair and equitable manner.	SA	A	D	SD	NR
5. The Chair assigns other departmental duties in a fair and equitable manner.	SA	A	D	SD	NR
6. The Chair conducts my evaluation in a thorough, professional, and timely manner.	SA	A	D	SD	NR
7. The Chair is efficient in handling administrative duties such as course scheduling and budget submissions.	SA	A	D	SD	NR
8. The Chair effectively manages the department's budget.	SA	A	D	SD	NR
9. The Chair conducts regular department meetings.	SA	A	D	SD	NR
10. The Chair organizes department meetings so as to maximize their productivity.	SA	A	D	SD	NR
11. The Chair demonstrates skill in assessment of departmental needs.	SA	A	D	SD	NR
12. The Chair takes effective steps to meet departmental needs.	SA	A	D	SD	NR
13. The Chair is effective in conducting searches and recruiting new faculty.	SA	A	D	SD	NR
14. The Chair strives for consensus in departmental decision-making.	SA	A	D	SD	NR
15. The Chair is an effective advocate for the department within the College.	SA	A	D	SD	NR

On the other side of this sheet, please make any other comments you would like the Academic Dean to use in evaluating your Chair.