Faculty Questionnaire for Periodic Vice President of Academic Affairs Evaluation

Please rate the Vice President of Academic Affairs on each of the following dimensions (drawn from the SSU Strategic Plan Goal 5: Professional Development- Foster continuous professional development of faculty and staff with comprehensive program tied to individual performance reviews.)

Instructions
- Use number 2 pencils only
- Fill in boxes completely
- Erase clearly to change answers
- Do not make any stray marks

O = Outstanding S = Strong A = Adequate W = Weak U = Unacceptable N/A = Not Capable of Being Applied

Leadership Ability
1. Provides leadership in developing, communicating and implementing programs, activities and events for the University

2. Inspires others to do their best

3. Delegates authority and responsibilities appropriately

4. Builds teamwork among colleagues and subordinates

5. Keeps current regarding trends and innovations in higher education

Decision Making
6. Consults with legislative bodies (Faculty, Senate, Dean’s Council, Graduate Council) departments and individuals before making decisions

7. Gathers appropriate information for sound decision making

8. Demonstrates and understands the process of administrative decision making

Concern for Faculty and Staff

This evaluation is independent of the supervisors’ evaluation of this position and is designed and administered to give the individual a collective view of his/her performance. Its intent is to evaluate the administrators’ performance.

Name_____________________________
9. Recognizes and awards the accomplishments of outstanding faculty and staff
10. Creates an atmosphere of respect and positive/high morale
11. Supports and encourages professional development efforts for faculty and staff
12. Is a good listener and supporter of the views of others
13. Is accessible for faculty and staff

**Management**
14. Work assignments are fair and reasonable
15. Provides faulty resources and support to accomplish goals
16. Sets reasonable goals and priorities
17. Communicates expectations clearly
18. Provides feedback and recommendations to subordinates
19. Recruits and maintains qualified staff
20. Evaluates staff fairly and provides timely feedback

**External Relations**
21. Is accessible to and involved with the community
22. Participates and encourage other faculty and staff to partnership with community businesses, and industries
23. Portrays a progressive and positive image of the University
24. Is available and supports community efforts and activities
25. Demonstrates understanding and knowledge of existing programs
26. Share vision and provides support to the development of new programs
27. Communicates changes in academic policies and procedures to all parties
28. Demonstrates familiarity with SSU and BOR policies
29. Upholds ethical principles

**Comments and Suggestions**

What would you consider to be greatest strengths of this administrator?

What would you consider to be areas that need attention/improvement for this administrator?

What advice would you give to this administrator?

---

**PLEASE RETURN THE COMPLETED VICI PRESIDENT OF ACADEMIC AFFAIRS’ EVALUATION BY**

__________________________________________

**THANK YOU FOR TAKING TIME TO COMPLETE THIS EVALUATION**