THREE YEAR REVIEW PROCESS FOR ADMINISTRATORS
(revised 9/11/2013)

This evaluation survey is being administered in accord with AOP 10.02 Academic Administrators and Directors. This is a comprehensive three year review, after which a decision will be made about possible continued appointment.

The Provost has added to the procedure in AOP 10.02 the following provision: After reviewing the comments of the impacted faculty and if a majority of the faculty are not generally in favor of a continued appointment or there are significant concerns expressed by the faculty, the supervising administrator will meet with the faculty in a public forum and discuss the possible continued appointment of the administrator being reviewed.

Your identity will not be accessible once you submit this survey unless you self-identify in your comments. It should be noted that the supervising administrator and the Provost as well as the administrator under review will see a summary of the responses and all comments.

Questions for MSU Faculty and Staff

Likert questions (13)
1) Has my respect and confidence as leader of the unit
2) Creates a sense of enthusiasm among faculty and staff in the unit
3) Listens to my suggestions and input
4) Treats me and others fairly
5) Gives appropriate recognition of my accomplishments
6) Seeks input in the development of unit policies
7) Demonstrates appropriate leadership of the unit
8) Performs routine administrative matters in an efficient manner
9) Communicates information in a timely manner
10) Utilizes unit's financial resources effectively
11) Supports my professional development and success
12) Works to see communication channels with those outside the unit are open and working
13) Supports open communication within the unit

Yes/No Question (1)
14) I would support the continued appointment of the administrator. Y/N

Open-Ended Responses (3)
15) What are the major strengths of the administrator?

16) What are the major weaknesses?

17) Please make any comments you wish to make about the administrator.
Questions for Students and People Outside MSU

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Likert Questions (5)
1) Has my respect and confidence as leader of the unit
2) Demonstrates appropriate leadership of the unit
3) Performs routine administrative matters in an efficient manner
4) Communicates information in a timely manner
5) Works to see communication channels with those outside the unit are open and working

Yes/No Question (1)
6) I would support the continued appointment of the administrator. Y/N

Open-Ended Responses (3)
7) What are the major strengths of the administrator?

8) What are the major weaknesses?

9) Please make any comments you wish to make about the administrator.