

## Items for the Evaluation of Chairs/Deans

Consider each of these statements concerning your chair/dean and use the following scale to indicate the extent to which you agree that the statements are accurate descriptions of him or her:

1=Strongly Disagree

3=Neutral

5=Strongly Agree

2=Disagree

4=Agree

6=I choose not to rate this item.

Darken the circle on the NCS General Purpose Answer Sheet that corresponds to your choice for a given item. Be sure to use a #2 lead pencil.

### My chair/dean ...

#### Leadership Style

- 1 Recognizes and rewards faculty fairly.
- 2 Holds effective and timely department/school meetings.
- 3 Includes faculty in decision-making process.
- 4 Exercises fairness in making course assignments during Fall, Spring, and Summer sessions.
- 5 I rate the administrator's overall performance in this section as good.

#### Performance of Duties

- 6 Develops departmental/school budget with appropriate faculty input.
- 7 Handles the budget fairly and wisely.
- 8 Supports curriculum changes when needed.
- 9 Evaluates faculty fairly including annual merit ratings.
- 10 Encourages and supports faculty research and scholarship.
- 11 Assesses department/school needs and sets goals.
- 12 Provides encouragement to the faculty members of the department.
- 13 Facilitates obtaining grants and contracts.
- 14 I rate the administrator's overall performance in this section as good.

#### Interpersonal Skills

- 15 Fosters positive faculty morale as a priority.
- 16 Uses discretion in handling confidential matters.
- 17 Communicates readily and easily with individuals.
- 18 Keeps abreast of ideas and new developments in discipline and profession that affect department/school.
- 19 Acknowledges own mistakes.
- 20 Leads department/school with input from the faculty and staff.
- 21 I rate the administrator's overall performance in this section as good.

#### Status and Progress of My Department/School

- 22 Possesses skills and knowledge necessary to evaluate teaching.
- 23 Effectively represents departmental/school needs to the university.
- 24 Supports faculty community involvement.
- 25 Exercises leadership in the development of a long-term plan for program enhancement.
- 26 I rate the administrator's overall performance in this section as good.

**Comments:** Use the back of this sheet or attach another sheet.