

ARKANSAS TECH UNIVERSITY

BOARD POLICY

Policy Number: 203

Subject: Presidential Evaluation Policy

Date Adopted: August 2015

Revised: March 2019

The Board of Trustees will formally evaluate the President on an annual basis. The evaluation process will facilitate clear communication between the Board and the President, reflect best practices, and promote execution of the University strategic plan. It will also set specific annual goals for the President and will focus on how well the President advances the major institutional objectives of the university. The review process is not intended as a substitute for regular, ongoing communication about progress toward goals between the President and the Board.

The procedure for the evaluation shall be as follows:

1. By April 30th, the President will submit a self-evaluation to the chair of the Board. The self-evaluation will address higher level activities for the previous academic year, and proposed goals for the upcoming academic year. The Board chair shall distribute the President's self-evaluation and a summary of the current year goals and proposed upcoming year goals to all members of the Board.
2. The members of the Board shall review the President's self-evaluation.
3. A formal review of the President's performance shall be conducted annually at the May Board of Trustees meeting. The formal review will address the President's performance for the previous year as well as establish proposed goals for the upcoming year. The Board shall also consider Presidential compensation for the upcoming contract year. In addition, the Board will convey to the President any recommendations, concerns, or priorities arising out of the review process and the Board's discussion of review outcomes.
4. The Board chair or his/her designee shall prepare a written evaluation within two weeks after the May Board of Trustees meeting.
5. Informal evaluations may occur more frequently in the form of informal conversations between the President and the Board chair.

The formal review shall include a number of criteria that the Board shall use to conduct the evaluation of the President. Those items are:

a. Leadership

- i. Did the President provide effective leadership in carrying out the mission, vision, and strategic plan of the institution?

b. Fiscal Management

- i. Did the President implement institutional objectives and exercise prudent fiscal management by proper planning and budgeting?

c. Academics

- i. Did the President promote efforts to improve quality in academic programs and student success at the university?

d. External Relations

- i. Did the President cultivate and maintain strong and effective relationships with community leaders, legislators, and others associated with Arkansas Tech University?

- ii. Did the President actively engage with donors and potential donors to solicit financial support for Arkansas Tech University and its programs?

e. Other Established Goals for the Year

- i. As identified in section 3 above.