

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 302.4

Title President of the College

Evaluation

The Board will conduct an ongoing evaluation of the President's skills, abilities, and competence. At a minimum, the Board will formally evaluate the President on an annual basis. The goal of the formal evaluation is to ensure the mission of the College is carried out, promote growth in effective administrative leadership, clarify the President's role, clarify the immediate priorities of the Board, and foster a working relationship between the Board and the President.

The formal evaluation will be based upon the following principles:

- The evaluation criteria shall be in writing, clearly stated, and mutually agreed upon by the Board and the President. The criteria will be related to the job description and the College's goals and objectives;
- At a minimum, the evaluation process will be conducted annually at a time agreed upon;
- Each Board member shall have an opportunity to individually evaluate the President, and these individual evaluations will be compiled into an overall evaluation by the entire Board;
- The President shall conduct a self-evaluation prior to discussing the Board's evaluation, and the Board as a whole shall discuss its evaluation with the President;
- The Board may discuss its evaluation of the President in closed session.
- The individual evaluation by each Board member, if individual Board members so desire, will not be reviewed by the President. Board members are encouraged to communicate their criticisms and concerns to the President in the closed session. The Board President will develop a written summary of the individual evaluations, including both the strengths and weaknesses of the President, and place it in the President's personnel file to be incorporated into the next cycle of evaluations.

This policy supports and does not preclude the ongoing, informal evaluation of the President's skills, abilities, and competence.

Date of adoption 1/8/96

Legal Reference: (Code of Iowa)

Date of last revision _____

21; 260C.14; 279.8

Date of current revision 1/8/96

Related Administrative Procedures and Cross References _____