

# BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 303.7

Title Administrative Operations

Administrator Evaluation

The President shall direct an ongoing process of evaluating all administrators on their skills, abilities, and competence. At a minimum the administrators will be evaluated annually. The goal of the formal evaluation process is to ensure that the mission of the College is carried out, promote growth in effective administrative leadership for the College, ascertain areas in need of improvement, clarify the immediate priorities of the responsibilities listed in the job description, and identify goals, objectives, and personal development plans for the administration.

The formal evaluation shall include written criteria related to the job description. The formal evaluation shall also include an opportunity for review of the written criteria, the past year's performance, and the future areas of growth.

Date of adoption 1/8/96

Legal Reference: (Code of Iowa)

Date of last revision \_\_\_\_\_

260C.14; 279.8

Date of current revision 1/8/96

Related Administrative Procedures and Cross References \_\_\_\_\_