

PRESIDENT'S PERFORMANCE APPRAISAL FOR _____
Academic Year

Checklist Rating

How used: Individual Trustees independently rate President's performance. A copy of the composite evaluation is transmitted to the President and each Trustee, at least five days before the Board meeting designated for Presidential evaluation.

Frequency of Evaluation: Annually

Disposition of Forms: The President is given a copy as well as copies being retained by Trustees.

Name of the President: _____.

Directions: Check the box that best reflects your judgment on each of the following items. A comment is required for any "meets some expectations" or "does not meet expectations" rating.

PRESIDENTIAL PERFORMANCE APPRAISAL

Please rate the President in the following key functional areas.

**1 = does not meet expectations; 2 = meets some expectations; 3 = meets expectations;
4 = exceeds some expectations; 5 = significantly exceeds expectations. Please provide comments
to improve the performance of the President in specific functions of the job.**

Institutional Performance	5	4	3	2	1
• Stays current with trends, information, legislation, and other movements pertinent to the College's future					
• Maintains effective media relations					
• Ensures excellence and quality					
• Has ability to make prompt and effective decisions					
• Has ability to organize and plan effectively					
• Successfully set and achieved measurable and specific personal goals for the past academic year					
• Regularly evaluates faculty and staff and provides opportunities for their professional development					
• Provides leadership and direction for measurable results in academic and student outcomes, as well as customer service					
• Is creative and innovative in solving problems and dealing with crisis					
• Overall performance					
COMMENTS:					

Institutional Leadership	5	4	3	2	1
• Has strategic vision for overall College development (i.e. business, finance and physical development) to ensure long-term viability					
• Maintains an accessible leadership style with an ability to negotiate, mediate, arbitrate and gain consensus among campus constituents					
• Represents the College at state, local and national levels in a positive manner					
• Contributes to high staff morale through demonstrated loyalty to the College service area					
• Effectively delegates both responsibility and authority to appropriate					

areas of College operations					
<ul style="list-style-type: none"> Exhibits the capacity to evaluate campus and community input to make effective decisions 					
<ul style="list-style-type: none"> Develops strategic plans that move the College toward a shared and defined vision 					
<ul style="list-style-type: none"> Maintains a working knowledge of community College administrative, student and instructional areas 					
<ul style="list-style-type: none"> Effectively nourishes responsible participation of student, faculty and staff in decision making 					
<ul style="list-style-type: none"> Articulates and promotes the vision of Monroe County Community College 					
<ul style="list-style-type: none"> Establishes and implements a strategic plan 					
<ul style="list-style-type: none"> Develops an annual set of goals for Board approval that tie to the strategic plan 					
COMMENTS:					

External Relations	5	4	3	2	1
<ul style="list-style-type: none"> Is aware of community needs and promotes community involvement 					
<ul style="list-style-type: none"> Maintains cordial and effective working relationships with local, state, and national legislative leaders 					
<ul style="list-style-type: none"> Deals with community people and organizations effectively 					
<ul style="list-style-type: none"> Establishes positive and productive relationships with business, industry and community organizations 					
<ul style="list-style-type: none"> Demonstrates a commitment to seamless educational partnerships for service-area learners 					
COMMENTS:					

Budgetary/Fiscal Management	5	4	3	2	1
<ul style="list-style-type: none"> Operates College within approved budget levels based on revenue estimates and expenditures 					
<ul style="list-style-type: none"> Ensures fiscal accountability and responsibility for all College funds 					
<ul style="list-style-type: none"> Seeks out additional funds to further advance the College in serving its vision 					
<ul style="list-style-type: none"> Establishes a plan to ensure that the physical plant and technology are updated and maintained on a routine basis 					

COMMENTS:

Personal Qualities	5	4	3	2	1
• Exercises good judgment in dealing with sensitive issues between people and groups					
• Is well-organized and efficient in accomplishment of objectives					
• Shows respect in interactions with all constituents					
• Knows how to resolve conflict					
• Is sensitive to differing needs					
• Ensures high standards					
• Is professional in interactions with all constituents					
• Shows enthusiasm in interactions with all constituents					
• Shows creativity in interactions with all constituents					
• Is dedicated to his/her job					
• Creates a feeling of unity and enthusiasm among those in contact with him/her					

COMMENTS:

Communication	5	4	3	2	1
• Networks and advocates College position with College service area, Michigan Community College Association (MCCA), American Association of Community Colleges (AACC), Association of Community College Trustees (ACCT), State of Michigan, and United States of America, etc.					
• Builds support and goodwill with key College constituencies, including, but not limited to, faculty and staff, alumni, economic development organizations, education, business and industry, and community based organizational, etc.					

COMMENTS:

Relations with Governing Board	5	4	3	2	1
<ul style="list-style-type: none"> Keeps Board fully informed about College operations 					
<ul style="list-style-type: none"> Communicates respectfully, openly, inclusively, and clearly with the Board of Trustees 					
COMMENTS:					

Specific Performance Goals	5	4	3	2	1
<ul style="list-style-type: none"> Improve communication with internal and external stakeholders 					
<ul style="list-style-type: none"> Maintain, and seek to enhance, our sound financial condition and fiscal integrity 					
<ul style="list-style-type: none"> Encourage and recognize innovative problem-solving approaches to satisfy institutional objectives 					
<ul style="list-style-type: none"> Continue our commitment to continuous quality improvement 					
<ul style="list-style-type: none"> Consistently seek out partnerships that promise to improve the effective and efficient use of resources 					
COMMENTS:					

Development	5	4	3	2	1
<ul style="list-style-type: none"> Actively seeks governmental grants to enhance student retention, staff development and technological advancement 					
<ul style="list-style-type: none"> Demonstrates ability in fund raising and resource acquisition to improve College services 					
<ul style="list-style-type: none"> Utilizes an entrepreneurial approach in developing partnerships that encourage facilities development 					
<ul style="list-style-type: none"> Directs activities for seeking alternative funding sources to supplement learning opportunities 					
<ul style="list-style-type: none"> Searches for opportunities to combine staff and resources in a manner that improves institutional effectiveness 					
<ul style="list-style-type: none"> Provides leadership, energy, affirmation and inspiration to The Foundation Board of Directors 					
COMMENTS:					

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CLOSING COMMENTS:

What initiatives/projects should the President focus on over the next year?

COMMUNITY INPUT/COMMENTS: