

Approved - 1-17-80 - Faculty  
Senate

AH (Administrator Evaluation): 001.1: 1/17/80  
Report of the Ad Hoc Committee on Administrator Evaluation:

The committee recommends that the following administrator evaluation procedure be adopted by the Faculty Senate:

1. That the University Administrators be placed in two categories:
  - a. Line Administrators -- those who exercise direct authority over the faculty
  - b. Support Services -- those who provide support services to the University that are appropriate for the faculty to evaluate

\*In a few instances particular administrative positions will be placed in both categories because an administrator will both exercise direct authority over a group of faculty members and provide support services for the university.
2. That the categories be constituted as follows:
  - a. Line Administrators:
    1. President-Zacharias
    2. Asst. to President-Capps
    3. Asst. to President-Cook
    4. Academic V. Pres.-Davis
    5. Assoc. Dean Fac. Programs-Stroube
    6. Assoc. Dean Instruction-Robinson
    7. Applied Arts and Health Dean-Hourigan
    8. Communications Disorders-Cooke
    9. Dental Hygiene-Godby
    10. Health and Safety-Dunn
    11. Home Econ. and Family Living-Floyd
    12. Library Science-Guthrie
    13. Military Science-Halbman
    14. Nursing-Hazzard
    15. Business Admin. Dean-Nelson
    16. Asst. Dean-Oppitz
    17. Accounting-Hays
    18. Office Admin.-Sharpe
    19. Economics-J. Wassom
    20. Finance/Bus. Analysis-Fletcher
    21. Management/Marketing-Finley
    22. Education Dean-Sandefur
    23. Assoc. Dean-Brenner
    24. Asst. Dean-Pankratz
    25. Teacher Ed.-Englebright
    26. Ed. Leadership-Traugott
    27. Psychology-J. O'Conner
    28. P.E. and Rec.-Oglesby
    29. Industrial Ed.-Conley
    30. Ed. Services-Ehresman

- 31. Jones-Jaggers-Martray
- 32. Ogden College Dean-Russell
- 33. Asst. Dean-Greeley
- 34. Agriculture-L. Brown
- 35. Biology-Jenkins
- 36. Chemistry-Boucher
- 37. Engineering Tech.-Tate
- 38. Geog. and Geol.-Hoffman
- 39. Math and Comp.-Bueker
- 40. Physics and Astron.-Six
- 41. Potter College Dean-Mounce
- 42. Asst. Dean-Oakes
- 43. Art-Gluhman
- 44. Comm. and Theatre-R. O'Conner
- 45. English-Flynn
- 46. English-Steele
- 47. Goreign Lang.-C. Brown
- 48. History-Troutman
- 49. Journalism-Whitaker
- 50. Music-Hobbs
- 51. Phil. and Religion-Nash
- 52. Folk Studies-Montell
- 53. Govt.-Massanat
- 54. Sociology-Dansereau
- 55. Social Work-Berry
- 56. Grad. College Dean-Gray
- 57. Asst. Dean-Dillard
- 58. Academic Services Dean-Hardin
- 59. Asst. Dean-E. Wassom
- 60. Reference Services-Foster
- 61. Circulation Services-Koenig
- 62. Ky. Library-Handy
- 63. Automation/Technical-Laswell
- 64. Media Services-Anderson
- 65. Athletic Director-Oldham

b. Support Services:

- 1. Computer and Info. Services-Logsdon
- 2. Computing and Research Services-Madron
- 3. Public Service and International Prog -Cravens
- 4. B.G. Comm. Col. and Cont. Ed.-Chelf
- 5. Coop. Ed. and Experiential Learning-Brelsford
- 6. Continuing Ed. Programs-Riley
- 7. Sp. Programs and Independent Study-Nave
- 8. Scholastic Development-Sutton
- 9. Admissions-Updike
- 10. Advisement-Wilder
- 11. Registrar-House
- 12. Financial Aid-Thurman
- 13. Bookstore-Childress
- 14. Library Services-E. Wassom
- 15. Science Library-
- 16. Ed. Resource Center-Boles
- 17. Ed. Research-Adams
- 18. Ed. Field Services-Neel
- 19. Ed. Graduate Programs-Frady
- 20. University Attorney-Bivin

21. Grants and Contracts-Crumb
  22. College Heights Foundation-Downing
  23. Counseling Services-Brumfield
  24. Administrative Affairs-Robertson
  26. Athletics-Oldham
  27. Health Services-Zeigel
  28. Community Relations-Gibson
  29. Safety-Bunch
  30. Student Affairs-Keown
  31. Recreational Activities-Griffin
  32. University Center-Beck
  33. Garrett Center-Gordon
  34. University-School Relations-Mefford
  35. Business Affairs-Largen
  36. Accounts and Budgetary Control-Smith (Travel money)
  37. Personnel Services-Tomes
  38. Postal Services-Kitchens
  39. Purchasing-Howard
  40. Central Stores-Jackson
  41. Print Shop-Siddens
  42. Physical Plant-Lawson
  43. Ticket Sales-Houk
  44. Food Services
  45. Univ. Center Grill-Brown
  46. Garrett Cafeteria-Barnes
  47. Snack Bar-Tapp
  48. Hardin Planetarium-Campbell
  49. Univ. Publications-Whitaker (College Heights Herald, etc.)
  50. Univ. Archivist-Crowe
  51. Ky. Library and Museum-Handy
  52. Media Services-Anderson (AV Center-ETV)
3. That a full evaluation of an administrator be conducted every three years
    - a. the Line Administrators to be evaluated in the Spring of 1980, 1983, 1986, etc.
    - b. the Support Services to be evaluated in the Spring of 1981, 1984, 1987, etc.
    - c. the results of a full evaluation will be given to the administrator evaluated and those administrators in direct authority over him/her. (In the case of the evaluation of the President, copies of the evaluation results will be provided the Board of Regents.)
  4. that no administrator will be evaluated in his/her first year of service in that position unless he/she requests in writing that such an evaluation be conducted.
  5. that administrators who carry faculty rank will be provided with the opportunity to evaluate those administrators who are in a "superior" or "service" relationship to them.
  6. that all personnel who hold faculty rank will be eligible to evaluate appropriate administrators. Only those who hold graduate faculty status will participate in the evaluation of graduate program administrators.
  7. that on the evaluation form provision will be made for the

evaluator to indicate the degree of contact he/she has had with each administrator he/she evaluates.

8, 10. that in addition to specific questions about performance, the evaluation form will contain space for constructive comment.

- 22. Media Services-Anderson/AV Center-ETV
- 21. Ky. Library and Manuscripts-Hardy
- 20. Univ. Archival-Lowe
- 19. Univ. Publications-Whitaker/College Heights Herald, etc.
- 18. Media Publications-Lampbell
- 17. Speech Lab-Tapp
- 16. Grants Office-Barnes
- 15. Univ. Center Galt-Brown
- 14. Food Services
- 13. Ticket Sales-Hugh
- 12. Physical Plant-Lambert
- 11. Plant Shop-Siddons
- 10. Central Stores-Jackson
- 9. Purchasing-Howard
- 8. Post Office-Litton
- 7. Business Services-Lowe
- 6. Accounts and Budgetary Control-Smith (Travel money)
- 5. Business Affairs-Jensen
- 4. University-School Relations-McFadden
- 3. Grants Center-Gordun
- 2. University Center-Duff
- 1. Receptional Activities-Goffin
- 30. Student Affairs-Lewis
- 29. Safety-Quinn
- 28. Community Relations-Gilman
- 27. Health Services-Lewis
- 26. Continuing Services-Brownell

3. That a full evaluation of an administrator be conducted every three years.
  - a. The line administrators to be evaluated in the Spring of 1980, 1983, 1986, etc.
  - b. The Support Services to be evaluated in the Spring of 1981, 1984, 1987, etc.
  - c. The results of a full evaluation will be given to the administrator evaluated and those administrators in direct authority over him/her. (In the case of the evaluation of the President, copies of the evaluation results will be provided the Board of Regents.)
4. That no administrator will be evaluated in his/her first year of service in that position unless he/she requests an earlier full evaluation be conducted.
5. That administrators who carry faculty rank will be provided with the opportunity to evaluate those administrators who are in a "supervisor" or "service" relationship to them.
6. That all personnel who hold faculty rank will be eligible to evaluate appropriate administrators. Only those who hold students status will participate in the evaluation of graduate program administrators.
7. That on the subject of form provision will be made for the