MEMORANDUM

TO: Members of sub-committee "d" Ad Hoc Committee on Administrative Evaluation

FROM: T. N. Tomazic

DATE: October 5, 1977

RE: Purpose statement for administrative evaluation

The next meeting of the faculty senate has an agenda item related to the administrator evaluation proposal.

The attached sheet suggests a possible rationale for the evaluation. I would appreciate your suggestions for changes, deletions, or additions to the statement.

Please drop me a note regarding your reaction to the attached and include a schedule of your "free time" for a possible sub-committee meeting before the October 13th senate meeting.

Thanks.

grb
A university is the sum total of its clients, instructional and research staff, administrative staff, supportive services and physical plant. Without students the university has no need to function—without the instructional and research staff the university will not function as a university—and without the administrative staff, the efficiency of student-faculty interactions would be impaired. It is essential that the principal parties to the academic processes of the university—students, faculty, and administration—have open channels for communication so that the clients of the university are properly served by the faculty, the faculty is adequately supported by the administration and the administration is made aware of its role in facilitating the educational processes with humane regard for the feelings and concerns of the faculty as well as those of the students.

The faculty senate of WKU proposes to undertake an evaluation of the administration of WKU for the purpose of:

1) Clarifying the roles of the various administrators to help the faculty understand the channels required or available for meeting university, college, departmental, and personal professional objectives.

2) Improving communication from faculty to administration in all matters of concern to the faculty.

3) Improving relations between or among faculty and administrative personnel.

4) Delineating the interface of faculty responsibility for administrative success to the end of increasing the potential for good working relationships between faculty and administration.

5) Identifying strengths and weaknesses of the administrative hierarchy as viewed by the faculty and then communicating such judgments to the administrators and their superiors to the end of improving the administrative process.

6) Identifying administrative barriers to the accomplishment of university, college, and departmental objectives.

At the present time, faculty members routinely evaluate their students, students and administration routinely evaluate the faculty, and the administration requires prior evaluation of students before admission—but the administration is not evaluated by either students or faculty on a regular, routine basis. The above proposal suggests a rationale for faculty evaluation of administrators, it is possible that ASG could develop some form of student evaluation of the administration that would permit students to communicate with the administration on matters of concern to the student body through routine channels.