**ADMINISTRATIVE EVALUATION**

**Annual Unit Head Review**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **ID #:** |  |
| **Unit:** |  | **Title:** |  |
| **Review Period:** |  |  |  |

**Teaching/Scholarly and Creative Activity/Service (self report)**

* **Teaching**
* **Scholarly Activity**
* **Service**

**Administrative Performance (self report)**

* **Leadership & Communication**
* **Resource & Budget Management**
* **Decision Making & Personnel Supervision**

**General Comments/Summary**

Academic Unit Head comments/summary (self report)

Dean’s comments/summary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Overall Performance Evaluation:** |  | **Satisfactory** |  | **Unsatisfactory** |

|  |  |
| --- | --- |
| Unit Head \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Provost \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**NOTE:** Please attach your current vitae.