

## **Performance Review of Officers Reporting to the Provost and Vice President for Academic Affairs**

Original Implementation: December 6, 1979

Last Revision: January 31, 2017

The provost and vice president for academic affairs will conduct an annual performance review of each administrator who reports directly to the provost's office. The review will focus on the performance of assigned responsibilities.

During the second year of service and once every three years thereafter, the review will be augmented by written input from peers, including appropriate deans, academic unit heads, faculty, and administrative staff. The provost and vice president for academic affairs is responsible for developing the survey questions.

The provost and vice president will submit a summary report to the individual reviewed and to the president.

**Cross Reference:** None

**Responsible for Implementation:** Provost and Vice President for Academic Affairs

**Forms:** None

**Board Committee Assignment:** Academic and Student Affairs