

## Year-End Report

1. **Council:** Administrator Assessment
2. **Academic Year:** 2016-2017 (council was formed in November 2016 and began meeting in December 2016).

3. **Council Members:**

Janis Strasser, Chair, Elementary & Early Childhood Ed.

Michele Cascardi, Psychology

Leo-Felix Jurado, Nursing

Solomon Nyaanga, Marketing & Management

Stephanie Kuran, Science & Health

Annamarie Klose Hrubes, Library

Veronica Uzoobo, Adjunct Professor

4. **Council Charges and Summary of Council Activities:**

### **Charges**

- a. Prepare and administer assessments, approved by the Faculty Senate, of President, Provost and VP, all deans, all VP's.
- b. An administrator will be assessed once every two years, after they have completed 1 year of employment. The rotation of assessments will be established by the Senate.
- c. Prepare summary reports of the results of the assessments for acceptance and transmission by the Senate (according to a schedule to be determined by the Senate).

### **Summary of Council Activities**

- Uploaded and distributed existing surveys on Qualtrics for Deans of Humanities and Social Sciences, Arts and Communication, Business, and Education; President Waldron; Dean of Library Services, Edward Owusu-Ansah; and Provost Warren Sandmann
- Will be analyzing results of surveys and preparing reports in April-June 2017

5. **Recommended Charges for The Next Academic Year:**

- Modify surveys to present to Senate in fall 2017 per recommendations from Ad Hoc committees in 2014 and 2015 and the present committee.
- Modify reports to the Senate to include an Executive Summary and Recommendations per administrator. Full reports of all data tables will be archived with the Faculty Senate but not distributed for review and discussion.