# BOV-011 Presidential Evaluation

**Effective Date** Friday, December 16, 2016

**Status** Final

**Policy Type** Board of Visitors

**Contact Office** Board of Visitors (Office of the)

**Oversight Executive**
Secretary to the Board of Visitors

**Applies To** Academic Division, the Medical Center, and the College at Wise.

**Table of Contents**

Policy Statement

**Reason for Policy**

To assure that an annual evaluation is consistently conducted in an effective fashion, the Board of Visitors adopted a systematic and formal method of conducting the President's evaluation.

**Definition of Terms**

**Terms**

**Description** There are no terms that require definition.

**Policy Statement**

**AMENDED POLICY ON ANNUAL PRESIDENTIAL EVALUATION**

WHEREAS, the Board of Visitors in November 2011 adopted guidelines for annually evaluating the President; and

WHEREAS, the annual performance assessment is an important tool for monitoring the institution's progress in meeting its strategic goals and for integrating leadership activities with such goals and with emerging external issues, and is intended to clarify and communicate the Board's expectations and level of satisfaction regarding the President's performance; and

WHEREAS, in order to assure that the annual evaluation is consistently conducted in an effective fashion, the Board desires to institute and adopt a systematic and formal method of conducting the evaluation of the President; and

WHEREAS, Section 23-2.03 of the Code of Virginia requires an annual meeting with the president in closed session for the purpose of delivering an evaluation of the president's performance;

RESOLVED, the Board of Visitors adopts the following process to guide its annual evaluation and potential renewal of the President's contract:

1. Annually in the fall, but no later than October 15, the Rector shall solicit the self-evaluation of the President for the fiscal year ending the previous June 30, and the President's goals for the current fiscal year. The self-evaluation shall be in the form of a narrative reviewing progress on the mutually agreed-upon goals for the previous year.
2. Concurrent with the transmittal of the self-evaluation, the President shall provide to the Rector a full accounting of all earned outside income for the previous calendar year, and all anticipated earned outside income for the current calendar year, from service on boards of directors and any other source, as required by the Commonwealth's annual budget act, and shall additionally provide any other accounting required by the Board Manual, the President's contract, or other applicable source.
3. The Executive Committee of the Board of Visitors shall serve as the Assessment Committee to evaluate the President.
4. The Rector shall distribute the President's self-evaluation and goals to every member of the Board for their review. Each Board member shall have an opportunity to provide his or her observations and counsel regarding the self-evaluation and goals of the President, in writing, to the Rector, or if preferred, another member of the Assessment Committee by completing an evaluation in a form similar to the one attached to this policy. The Assessment Committee shall then review the Board input, develop a written evaluation, and send the draft evaluation and goals to the President and Board members. The draft evaluation and goals shall be considered part of the President's confidential personnel record.
5. t the late fall regular meeting of the Board, the Board shall meet, in closed session, to review the evaluation and goals with the President, and to gain the President's input. The Assessment Committee shall also formulate a recommendation to the full Board regarding any compensation adjustments.
6. Following the meeting with the President, the Assessment Committee shall finalize the evaluation, and a set of goals for the current fiscal year and the future that are mutually agreed on by the President and the Board, and send the final evaluation and goals to the President and Board members. The final evaluation and goals shall be considered part of the President's confidential personnel record.
7. If the Board is considering contract renewal, it may seek and consider input from key University constituencies (including faculty), in which case such input shall be considered part of the President's confidential personnel record.

**ANNUAL APPRAISAL OF THE PRESIDENT'S**
**PERFORMANCE AND EFFECTIVENESS**
**UNIVERSITY OF VIRGINIA**

**INSTRUCTIONS: Please rate the President on the following aspects of performance.**

**BOARD OF VISITORS RELATIONS**

- Disseminates adequate and accurate information to the BOV in a timely manner.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Enjoys a positive overall relationship with the BOV.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

**INSTITUTIONAL LEADERSHIP/MANAGEMENT**

- Has assembled a strong leadership team.

? Poor ? Fair ? Good ? Excellent ? Not Observed

- Advances the mission of the University.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Assures quality academic and support programs.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Operates the University with a commitment to strategic planning, goal setting and evaluation.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Manages resources proficiently.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Has established a pattern of success in achieving goals.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

**EXTERNAL RELATIONS**

- Effectively and enthusiastically advocates for the University.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Effectively presents the University's resource needs to government officials and private contributors.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Appreciates the need for institutional accountability.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Relates well with alumni, parents, and donors.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Represents the University in national higher education organizations.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

**RELATIONSHIPS**

- Enjoys a positive relationship with local community leaders.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Maintains a positive relationship with the faculty and staff.

  ? Poor ? Fair ? Good ? Excellent ? Not Observed

- Maintains a positive relationship with students.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Maintains an effective relationship with legislators and their staff and with executive branch senior management.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

**PERSONALITY TRAITS**

- Poised under pressure.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Communicates effectively.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Integrity.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Energy.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Forward-looking.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Skillful in relating to others.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Respected.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

- Deliberate decision-maker.

  **?** Poor **?** Fair **?** Good **?** Excellent **?** Not Observed

**PLEASE COMMENT ON ANY ASPECT OF THE PRESIDENT'S PERFORMANCE AND EFFECTIVENESS:**

**Policy Background**

Reference: Amended Policy on Annual Presidential Evaluation, BOV Minutes dated August 2-3, 2013 pgs. 9169 - 9172.

**Major Category** Board of Visitors

**Category Cross Reference**
Human Resource Management

**Approved By** Board of Visitors

**Approved Date** Friday, August 2, 2013