




BUILDING A STRONG PARTNERSHIP THROUGH CEO EVALUATION

*Colleen Allen, Director, Retreats and Evaluation Services
Association of Community College Trustees
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OVERVIEW OF THE PRESIDENTIAL/CHANCELLOR EVALUATION PROCESS

The CEO Evaluation Process Should:

- Assess how well the institution is fulfilling its mission
- If necessary, refine goals for the institution and the CEO
- Offer constructive feedback on performance
- Identify strategies to address any issues that come up during the evaluation
- Provide an opportunity for the board to learn how it can enhance the board-CEO partnership & support the CEO
- Foster communication between the board and CEO

TIMING

Regular progress reports on college goals and other monitoring activities contain an element of evaluation, and occur at most board meetings.

MOST boards schedule an **ANNUAL** evaluation session to allow trustees and the CEO to summarize and highlight what is working and what needs attention.

Examples of Evaluation Categories

- Academic leadership
- Community leadership & engagement
- Fundraising responsibilities & services
- Business & industry partnerships & alliances
- Successful partnerships with K-12, colleges & universities
- Relationships with internal constituents
- Communicating with the board
- Board-CEO Relations
- Institutional Performance
- Communications
- External relationships



Performance Rating Scale

5-Significantly Exceeds Expectations

4-Exceeds Some Expectations

3-Meets Expectations

2-Meets Some Expectations

1-Does Not Meet Expectations

0-Don't Know

To get numerical averages, respondents might be asked to rate the statement according to a scale

Discussion and Review

- **Board discussion:** Set goals, priorities and the time frame for the next evaluation.
- **After discussion:** Board should present a formal and unified message to the president/chancellor.
- Discussion may include:
 - Compensation
 - Extension of contract
 - Resolution of performance and/or perception issues
 - Goals and priorities for next year
 - Areas for improvement
 - Periodic review
 - Schedule for next evaluation