# CEO EVALUATION

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>April 1</td>
<td>Evaluation survey sent to college community.</td>
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<tr>
<td>April 10</td>
<td>Survey Closes.</td>
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<tr>
<td>May Bd Mtg</td>
<td>Closed Session Item – Chancellor to inform Board that they will shortly receive CEO Self-Evaluation and community survey results. Board CEO Evaluation forms will also be provided electronically.</td>
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<tr>
<td>May 15</td>
<td>Send Board CEO Self-Evaluation, survey results and Board CEO Evaluation electronic forms.</td>
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<tr>
<td>June 1</td>
<td>Board Chair to compile results. Send to Board for review and discussion at next meeting.</td>
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<tr>
<td>June Bd Mtg</td>
<td>Closed Session Item – Board to conduct CEO evaluation and report out. Roll contract, effective July 1.</td>
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<tr>
<td>July</td>
<td>Open Session Item – Chancellor’s goals for upcoming year.</td>
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**References:**
- Board Policy 2435 – A new Chancellor shall receive two evaluations within the first year of employment and an annual evaluation every year thereafter.

*Use “Goals & Objectives Strategies” Template – sample attached*
PRESIDENTIAL EVALUATION

April 1  Presidential Evaluation surveys sent to college community.

April 10  Survey Closes.

April 30  Survey results to Chancellor and Presidents.

May 15  Self-Evaluation, Survey results, and draft Goals* for upcoming year due to Chancellor.

May 16-31 One-on-one meetings to be scheduled with Chancellor to discuss evaluation.

May Bd Mtg  Notify Board that evaluations are being processed and report forthcoming at June meeting.

June Bd Mtg  Closed Session Item – CEO to share evaluations w/Board. Roll contracts, effective July 1.

References:
Board Policy 2430.1  – A new President shall receive two evaluations within the first year of employment and an annual evaluation every year thereafter.

*Use “Goals & Objectives Strategies” Template – sample attached
CHANCELLOR/CABINET EVALUATION TIMELINE

VICE CHANCELLOR EVALUATION

April 1   Vice and Assistant Chancellor’s Evaluation Surveys sent out.

April 10  Survey Closes.

April 30  Survey results to Vice Chancellor’s and Chancellor.

May 15    Self-Evaluation, Survey results, and draft Goals* for upcoming year due to Chancellor.

May 16-31 One-on-one meetings to be scheduled with Chancellor to discuss evaluation.

May Bd Mtg Notify Board that evaluations are being processed and report forthcoming at June meeting.

June Bd Mtg Closed Session Item – CEO to share evaluations w/Board. Roll contracts, effective July 1.

A new Vice Chancellor shall receive two evaluations within the first year of employment and an annual evaluation every year thereafter.

*Use “Goals & Objectives Strategies” Template – sample attached
**GOALS, OBJECTIVES & STRATEGIES**

~ 3-5 YEAR PLANNING HORIZON ~

**Goals** describe the outcomes the organization will achieve for its stakeholders (members, customers, the organization itself, etc.). Three- to five-year time frame; reviewed annually.

**Objectives** describe what would constitute success in observable or measurable terms. Indicate a direction: increase, expand, decrease, reduce, consolidate, abandon, etc. To be reviewed and updated annually.

**Strategies** describe how the organization will commit its resources to accomplishing a goal and its companion objectives. They bring focus to the operational allocation of resources. Indicate an activity: redesign, refine, identify, revise, develop, implement, create, study, establish, publish, improve, etc. They set strategic priorities for committees, staff, and other work groups. One- to three-year timeframe; reviewed and updated annually.

**Goals:**

**Objectives:**

**Strategies:**

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<thead>
<tr>
<th>Plan Steps</th>
<th>Responsible Parties</th>
<th>Target Date/Timeline</th>
<th>Resources ($, people)</th>
<th>Indicators of Success</th>
<th>Progress Report (date)</th>
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Prepared by: ____________________ Title: ____________________ Date: ____________________