

Shawnee State University

POLICY TITLE:	EVALUATION OF THE PRESIDENT
POLICY NO.:	1.03 REV
ADMIN CODE:	3362-1-03
PAGE NO.:	1 OF 2
EFFECTIVE DATE:	06/21/2024
NEXT REVIEW DATE:	06/2029
RESPONSIBLE OFFICER(S):	BOT

1.0 PURPOSE

- 1.1 The Board of Trustees is charged by the Ohio Revised Code to employ and compensate the University president. It is therefore the Board's responsibility to periodically evaluate the President to insure that the President is providing effective leadership and performing at the highest level.
- 1.2 The purposes of the Board's evaluation of the President are as follows:
 - 1.2.1 To assess the effectiveness of the President;
 - 1.2.2 To enable the Board and President to establish and evaluate mutually agreed-upon goals and objectives;
 - 1.2.3 To facilitate the President's continuing professional development; and
 - 1.2.4 To determine appropriate compensation adjustments and other terms of employment.

2.0 THE EVALUATION PROCESS AND TIME FRAME

- 2.1 The Executive Committee of the Board of Trustees shall conduct an annual performance evaluation of the President that follows a process established by the Chairperson of the Board and includes input from the President. The Executive Committee may, at its discretion, solicit viewpoints of internal and external constituencies and stakeholders.
- 2.2 At least once during each contract term and before another contract is negotiated or extended, the Executive Committee is encouraged to conduct

a comprehensive performance review (360 degree review) using an external entity.

- 2.3 Upon completion of its performance evaluation of the President, the Executive Committee shall report the evaluation results and make recommendations to the full Board. The recommendations may include compensation adjustments and other employment terms, as deemed appropriate. Any compensation adjustment or other employment term that modifies the President's employment agreement shall require full Board approval.

3.0 WRITTEN MANAGEMENT LETTER AND STAKEHOLDER COMMUNICATIONS

- 3.1 Within thirty (30) days after the full Board has reviewed the results and recommendations of the Executive Committee's report, the Board Chairperson shall issue a written management letter to the President confirming agreed upon goals.
- 3.2 The Board Chairperson is responsible for communicating with identified stakeholders regarding the evaluation review process and its outcomes, if appropriate.

4.0 EXECUTION OF THE PRESIDENT'S EMPLOYMENT CONTRACT

The Board Chairperson, acting on behalf of the Board, shall execute any new or amended presidential employment contract(s) as required as a result of this process.

History

Effective: 03/14/08

Revised: 06/21/24; 01/16/15