Deborah Leon Guerrero

From:

Sent:	Thursday, March 14, 2013 5:27 PM
Subject:	SCE to conduct AY 2012-13 Evaluation of Administrator Performance (EAP) survey.
Dear UOG Administrator	∵
Performance (EAP)" surv By-Laws, Article VIII, So b. All faculty will be emperiod will be provided for download the data and primmediate supervisor. T	ling Committee on Evaluation (SCE) will conduct an "Evaluation of Administrator vey during the next 4 weeks. This annual evaluation is mandated by Faculty Senate ection 4b & 4e, and Faculty Senate Handbook Article XII, Section C1 through C4-nailed a questionnaire that has been developed over several years. A few days time faculty to respond; after this period, the online survey will be closed. SCE will occess it. Faculty Senate will provide a report to each administrator and his/her his process provides faculty members with an opportunity to provide their candid strators' interaction with faculty.
• • •	s or concerns, please, contact Faculty Senate President (Dr. Nicholas nail.com or ext-2300) or SCE chair (Prem Singh, psinghedu@gmail.com, or ext-2100
Prem Singh	
Chair SCE	
Dr. Prem Singh (Chair-Spring	2013); Dr. Lourdes Ferrer (Chair-Fall 2012); Dr. Jacquelyn Cyrus (Member)

Default Question Block



Purpose and Instructions

The mission of the Standing Committee on Evaluation is to foster an institutional climate committed to ongoing assessment by (a) producing valid evaluative instruments, and (b)conducting faculty evaluation of administrators that are linked to the highest possible standards for academic excellence.

Evaluation instruments are intended to enhance self-knowledge and development and provide a basis for decisions regarding career advancement. Evaluation processes must meet the eight-fold criterion of (1) Brevity, (2) Clarity, (3) Necessity, (4) Participation, (5) Reliability,(6) Substance, (7) Utility, and (8) Validity.

Assessment is a process and not an end product. The results give specific feedback to the administrators to consider in the administration of their office/role/duty to meet the vision and mission of the university.

PURPOSE

Provide faculty with an opportunity to give direct feedback to their administrators.

Provide administrators with information regarding faculty perceptions of their performance.

Results of the overall performance questions will be reported to faculty through the Faculty Senate as a total faculty response. The comments are transmitted with a summary of the survey results to administrators and their supervisor for confidential review.

INSTRUCTIONS

This survey is to evaluate the UOG President, Senior Vice President for Academic and Student Affairs, Vice President for Administration and Finance, and other upper level university administrators for Academic Year 2011-2012.

Please click your responses to each question in this survey and type in additional comments you may have in the text boxes provided.

ADDRESSING CONFIDENTIALITY AND ENSURING ANONYMITY

- (i) Steps have been taken to ensure respondent anonymity. The respondent's IP address is not stored in the survey results, therefore both your identity and that of the computer used to complete this survey are not recorded.
- (ii) Multiple responses are not allowed.

Thank you for participating in the faculty evaluation of administrator performance.

Part One: Academic Administrators Above College Level

Use the following rating scale to mark your response by clicking the appropriate level.

Unsatisfactory.....1.....2.....3.....4.....5.....Excellent/Exceptional......

If you are unable to judge, please click UN(6)

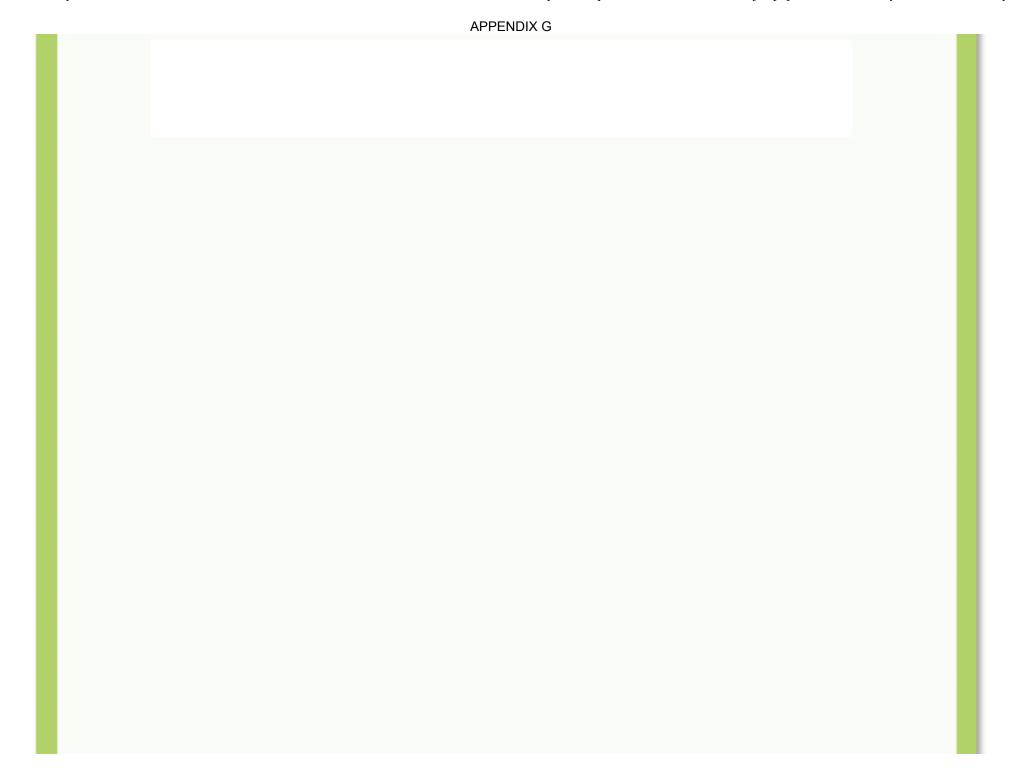
sident: Dr. Robert A. Underwoo						
	Unsatisfactory 1	2	3	4	Excellent 5	UN 6
Seeks sources of local, regional, and national funding	0	0	•	0	0	•
2. Promotes the teaching, research, and service mission of the University	•	0	•	•	•	•
3. Ensures that the University abides by the statutes of Guam and the Board of Regents' policies, rules, regulations, and procedures issued for the operation of the university	•	•	•	•	•	•
4. Informs the Regents of the activities, problems, and needs of the University	•	•	0	0	0	•
5. Presents and defends the annual University budget to the Board	•	•	•	0	•	•
6. Ensures that the University meets the standards requisite for accreditation	0	•	•	•	0	•
7. Effective in approving the hiring of all faculty and administration personnel for the University	0	•	•	•	0	•
8. Delegates responsibilities and commensurate authority to appropriate personnel and evaluates their performance	•	•	•	0	0	•
9. Evaluation of overall		•	•	0	0	0



B. Senior Vice President, Academic and Student Affairs: Dr. Helen J.D. Whippy

	Unsatisfactory 1	2	3	4	Excellent 5	UN 6
10. Pursues the academic missions of the University	•	•	•	0	•	0
11. Interacts with leaders and members in the community-at-large	0	•	•	0	•	•
12. Supervises programs in the areas of curriculum, instruction, research, library services, continuing education, and the computer center	•	•	•	•	•	•
13. Coordinates and develops the academic budget	0	•	•	•	•	•
14. Reviews and implements academic policies and regulations	0	•	0	•	•	•
15. Delegates responsibilities and authority appropriately	0	•	0	0	•	•
16. Directs and encourages curriculum development, faculty development and academic innovation	6	•	•	•	•	•
17. Evaluation of overall performance	0	•	•	•	•	•

17a. Additional comments (please specify below)



	Unsatisfactory 1	2	3	4	Excellent 5	UN 6
18. Is available and action- oriented in the face of urgent matters	•	0	•	•	•	•
19. Facilitates open discussion among staff, administrators and faculty on University Fiscal matters	•	•	•	•	0	•
20. Is accessible to faculty for discussions regarding financial matter of the University, Colleges and Programs	•	•	•	•	•	•
21. Demonstrates participative and shared governance in fiscal planning, development of fiscal policy, and decision making	•	•	•	•	•	•
22. Makes fiscal decisions guided by established rules and regulations,(e.g., Faculty Handbook, Federal Granting Agency Rules and Regulations)and keeps these documents current	•	•	•	•	•	•
23. Demonstrates a commitment to transparency in the financial matters of the University	0	0	0	•	•	•
24. Effectively allocates funds to ensure the core missions of the University is met in the short term, while planning for the long term	•	•	•	•	•	•

27a. Additional comments (please specify below)

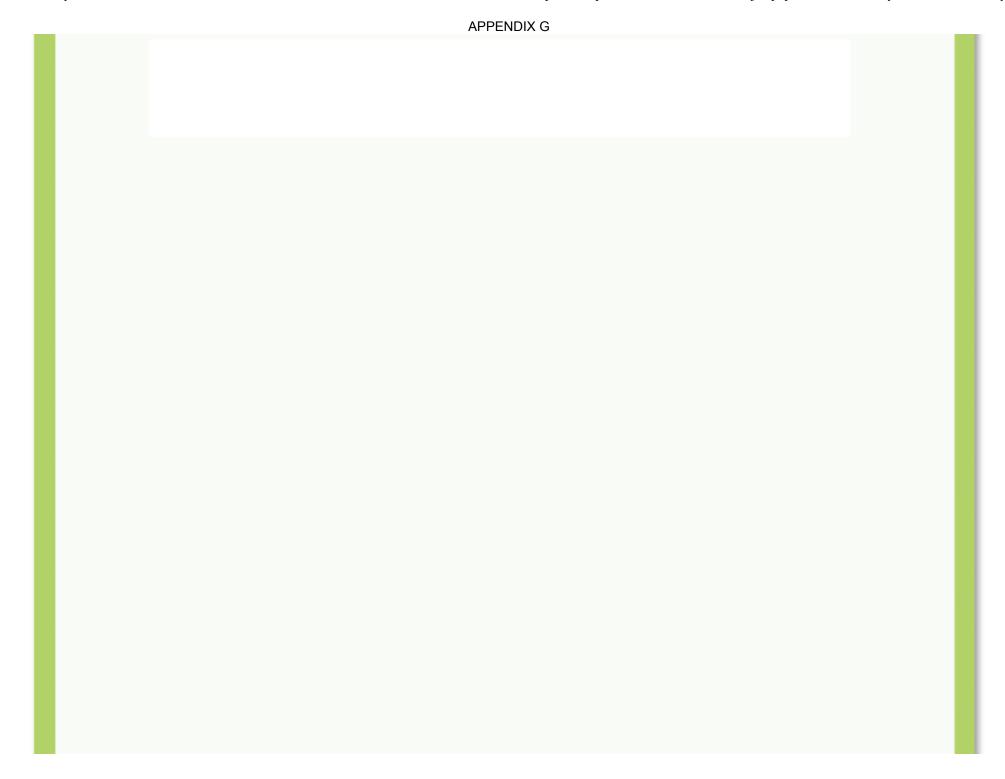
D. OTHER UNIVERSITY ADMINISTRATORS

Any other university-wide administrator with whom you have had substantial contact, please evaluate them on the following 5-point scale.

D1. Executive Offices:

	Unsatisfactory 1	2	3	4	Excellent 5	UN 6
28. Cathleen Moore-Linn (Director, Integrated Marketing Communications)	0	•	•	•	0	•
29. Elaine Faculo-Gogue (EEO/Institutional Compliance Officer)	0	•	•	•	•	•
30. David Okada (Chief Planning Officer)	0	•	•	•	•	•
31. Peter Roy Martinez (Director, Alumni Affairs)	0	•	•	•	•	•
32. Victoria Renacia (Legal Counsel)	•	•	•	•	•	•

D1. Additional Comments (identify the name of the specific administrator when making comments):



D2. Academic and Student Affairs:

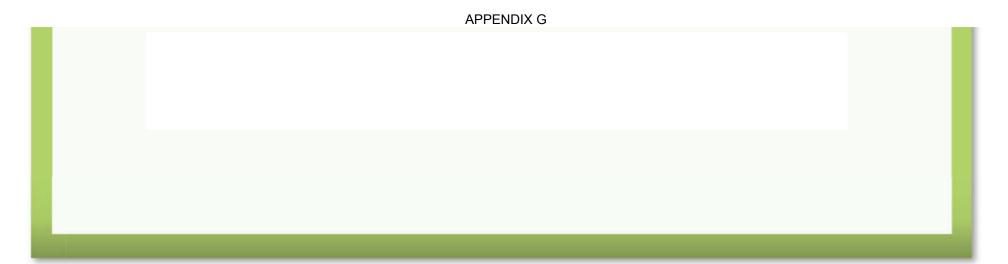
	Lineatiafaatami					
	Unsatisfactory 1	2	3	4	Excellent 5	UN 6
33. Dr. Julie Ulloa-Heath (Dean, Enrollment Management & Student Services)	•	0	•	•	0	•
34. Christine Scott-Smith (Director, Learning Resources)	•	•	•	•	0	•
35. Dr. Luan Nguyen (Director, Computer Center)	0	•	•	0	0	•
36. Dr. Heidi San Nicolas (Director, CEDDERS)	•	•	•	•	0	0
37. Dr. John Peterson (Director, RFT-MARC)	•	•	•	•	0	0
38. Dr. John Peterson (Assistant Vice President for Graduate Studies and Sponsored Research)	0	•	•	0	0	•
39. Mark Duarte (Director, Financial Aid Office)	•	•	•	•	0	0
40. Dr. Laurie Raymundo (Acting Director, Marine Lab.)	•	•	•	0	0	0
41. Dr. Gary Denton (Director, WERI)	•	•	•	•	0	0
42. Deborah Leon Guerrero (Director, Academic Assessment & Institutional Research)	0	0	•	•	•	•
43. Remy Cristobal (Registrar)	•	•	•	0	0	0
44. Yoichi Rengill (Director,	0	0	•	0	0	0

Additional Comments (identify the name of the specific administrator when making comments):

D3. Administration and Finance:

	Unsatisfactory 1	2	3	4	Excellent 5	UN 6
46. Elaine Faculo-Gogue (Chief, Human Resources Office, Acting)	0	0	•	•	0	•
47. Sonny Perez (Chief, Plant and Facilities Officer)	0	•	•	•	•	•
48. Bob Pelky (Director, Athletics/Field House)	0	•	•	•	•	•
49. Ann S.A. Leon Guerrero (Director, Auxiliary Service/Bookstore)	0	0	•	•	•	•
50. Rita Edwards (Acting Assistant Director, PIP)	0	•	•	•	•	•
51. Zeny Nace (Comptroller - Business Office)	•	•	•	•	•	•

D3. Additional Comments (identify the name of the specific administrator when making comments):



Default Question Block

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PURPOSE

Provide faculty with an opportunity to give direct feedback to their administrators. Provide administrators with information regarding faculty perceptions of their performance.

Results of the overall performance questions will be reported to faculty through the Faculty Senate as a total faculty response. The comments are transmitted with a summary of the survey results to administrators and their supervisor for confidential review.

INSTRUCTIONS

This survey for the use of CLASS faculty for Academic Year 2011-2012.

Please click your responses to each question in this survey and type in additional comments you may have in the text boxes provided.

ADDRESSING CONFIDENTIALITY AND ENSURING ANONYMITY

- (i) Steps have been taken to ensure respondent anonymity. The respondent's IP address is not stored in the survey results, therefore both your identity and that of the computer used to complete this survey are not recorded.
- (ii) Multiple responses are not allowed.

Thank you for participating in the faculty evaluation of administrator performance.

Part One. College-level Administrators.

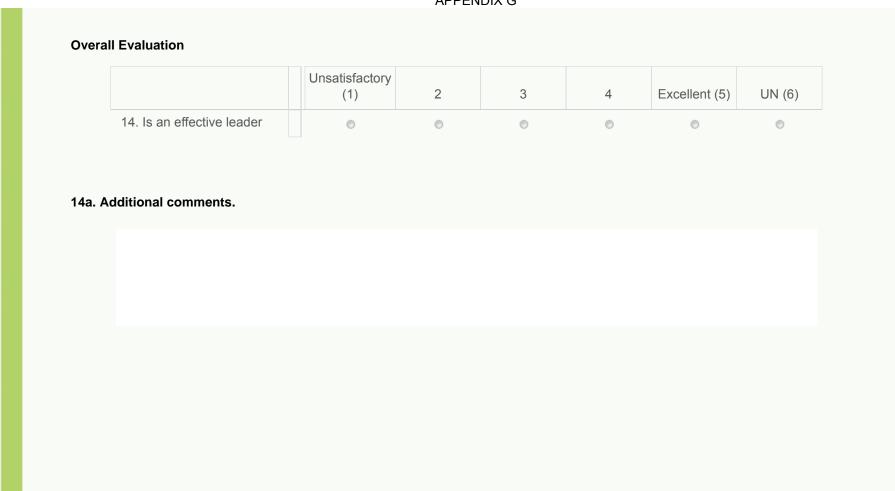
Use the following rating scale to mark your response by clicking the appropriate level.

Unsatisfactory.....1.....2.....3.....4.....5.....Excellent/Exceptional......

If you are unable to judge, please click UN(6)

A. Dean: Dr. James Sellmann	
Evaluate your dean on the following:	

	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
Is available and action- oriented in the face of urgent matters	0	•	0	•	0	•
Facilitates discussion and makes valuable contributions to curriculum and other academic matters	•	•	0	•	0	•
3.Actively seeks, and supports faculty development opportunities	0	•	•	•	•	•
4. Is accessible to faculty for discussions regarding student/client,research, and administrative matters, and mentoring	•	•	0	•	•	•
5. Is fair and equitable in the treatment of all faculty in the College	•	•	•	•	0	•
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
6. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	•	•	•	•	•	•
7. Cultivates and actively participates in learner assessment activities	•	•	0	•	0	•
8. Demonstrates participative and shared						



B. Associate Dean:	Troy McVey	(Acting)
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	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
15. Is available and action- oriented in the face of urgent matters	0	0	•	0	0	•
16. Facilitates discussion and makes valuable contributions to the curriculum and other academic matters	•	•	•	•	•	•
17.Actively seeks, and supports faculty development opportunities	0	0	•	•	0	•
18. Is accessible to faculty for discussions regarding student/client,research, and administrative matters, and mentoring	•	•	•	•	•	•
19. Is fair and equitable in the treatment of all faculty in the College	•	0	•	•	0	•
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
20. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	•	•	•	•	•	•
21. Cultivates and actively participates in learner assessment activities	•	0	•	•	0	•
22. Demonstrates participative and shared governance in planning and	0	•	•	•	•	•

Overall Evaluation Unsatisfactory Excellent (5) (1) 2 3 UN (6) 28. Is an effective leader 0 0 0 0 28a. Additional comments. Part II. Other Relevant Issues. Part II. Other Relevant Issues. Unsatisfactory (1) 2 3 Excellent (5) UN (6) 4 29. Overall, how satisfied are you with this Evaluation of Administrator 0 0 Performance measurement tool?

29a. Comments for improvement:

30. What would most help your faculty effectiveness? 31. Any other messages you would like to give to administrators:

Default Question Block

Purpose and Instructions

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PURPOSE

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Provide administrators with information regarding faculty perceptions of their performance.

Results of the overall performance questions will be reported to faculty through the Faculty Senate as a total faculty response. The comments are transmitted with a summary of the survey results to administrators and their supervisor for confidential review.

INSTRUCTIONS

This survey for the use of CNAS faculty for Academic Year 2011-2012.

Please click your responses to each question in this survey and type in additional comments you may have in the text boxes provided.

ADDRESSING CONFIDENTIALITY AND ENSURING ANONYMITY

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Thank you for participating in the faculty evaluation of administrator performance.

Part One. College-level Administrators.

Use the following rating scale to mark your response by clicking the appropriate level.

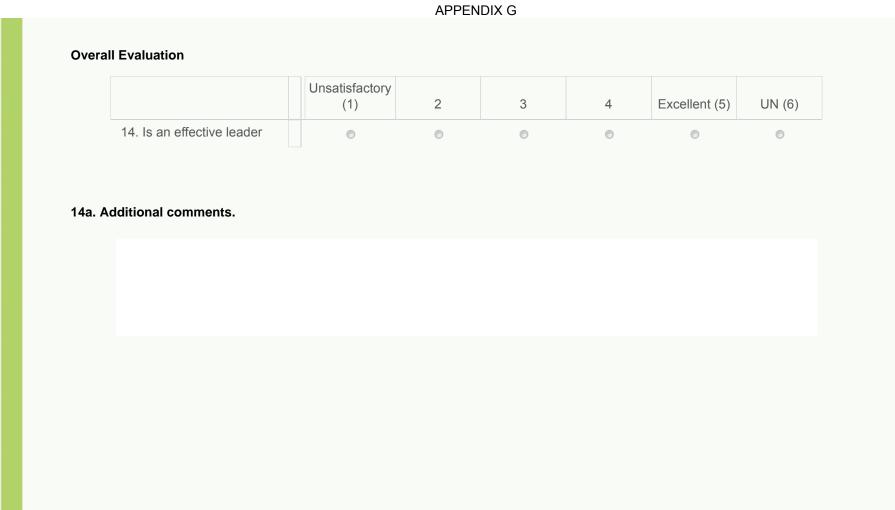
Unsatisfactory.....1.....2.....3.....4.....5.....Excellent/Exceptional......

If you are unable to judge, please click UN(6)

A. Dean: Dr. Lee S. Yudin

Evaluate your dean on the following:

	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
Is available and action- oriented in the face of urgent matters	0	•	•	0	0	•
2. Facilitates discussion and makes valuable contributions to the Curriculum and other academic matters	•	•	•	•	•	•
3.Actively seeks, and supports faculty development opportunities	0	•	•	0	•	•
4. Is accessible to faculty for discussions regarding student/client,research, and administrative matters, and mentoring	•	•	•	•	•	•
5. Is fair and equitable in the treatment of all faculty in the College	•	•	•	•	0	•
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
6. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	•	•	•	•	•	•
7. Cultivates and actively participates in learner assessment activities	•	•	•	•	0	•
8. Demonstrates						

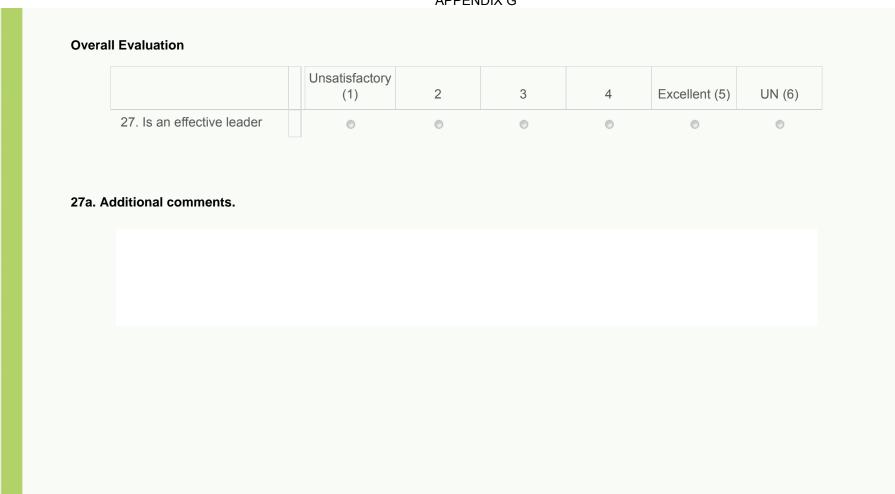


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B. Director Western Pacific Tropical Research: Dr. Lee S. Yudin

Evaluate this director on the following:

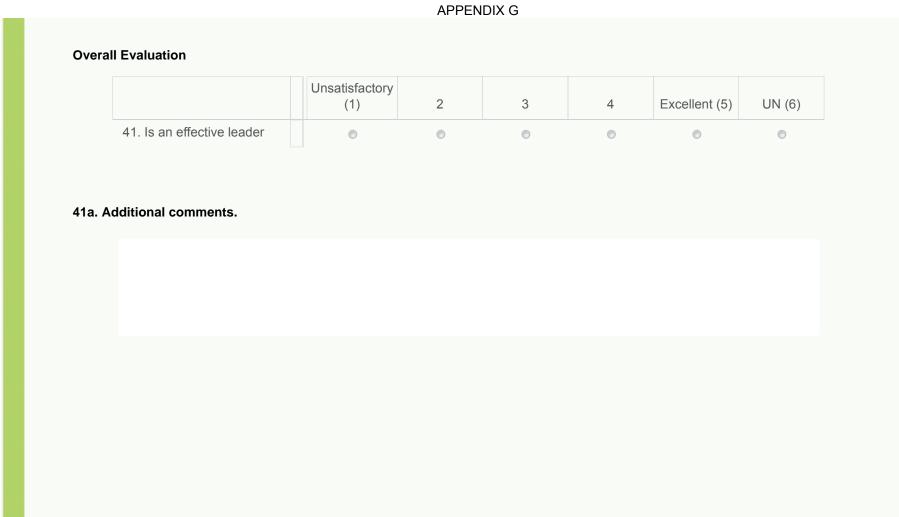
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
15. Is available and action- oriented in the face of urgent matters	0	0	0	0	0	0
16. Facilitates discussion and makes valuable contributions to Agricultural Experiment Station (AES) and other research matters	•	•	•	•	•	0
17.Actively seeks, and supports research funding opportunities	0	•	0	•	0	•
18. Is accessible to faculty for discussions regarding research, administrative matters, and mentoring	•	•	0	•	•	•
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
19. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	•	•	•	•	•	•
20. Cultivates and actively participates in developing and sustaining research programs	•	•	•	•	0	•
21. Demonstrates participative and shared governance in planning and decision making	•	•	0	•	0	0
22. Performs administrative						



C. Director of Cooperative Extension Services: Dr. Lee S. Yudin

Evaluate this director on the following:

	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
28. Is available and action- oriented in the face of urgent matters	0	0	0	0	0	•
29. Facilitates discussion and makes valuable contributions to Unit/Extension matters	0	•	•	•	•	•
30.Actively seeks, and supports faculty development opportunities	0	0	•	•	•	•
31. Is accessible to faculty for discussions regarding student/client, research, administrative matters, and mentoring	0	•	•	•	•	•
32. Is fair and equitable in the treatment of all faculty in the Unit.	0	•	•	•	0	•
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
33. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	0	•	•	•	•	•
34. Cultivates and actively participates in learner assessment activities	0	•	0	•	•	•
35. Demonstrates participative and shared governance in planning and	0	•	•	•	•	•

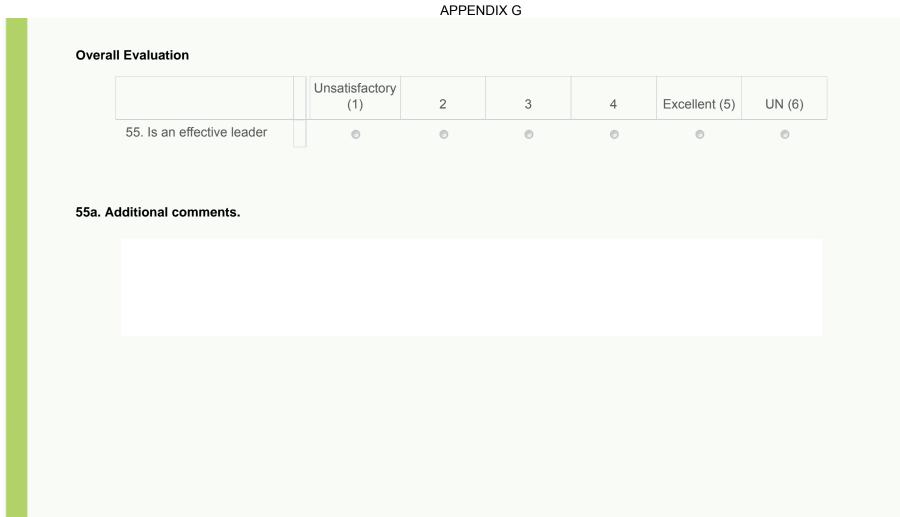


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D. Associate Director Western Pacific Tropical Research: Dr. Greg Wiecko (Acting)

Evaluate this associate director on the following:

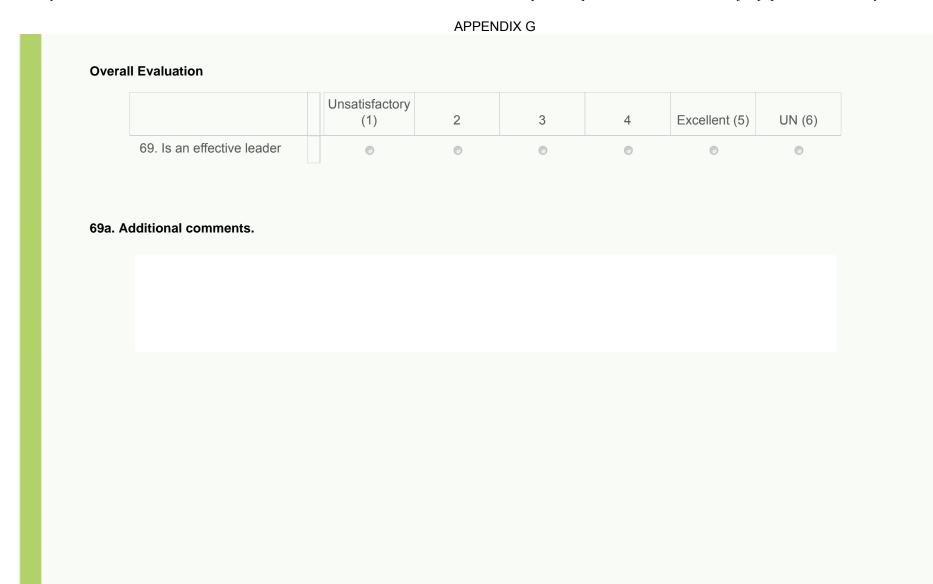
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
42. Is available and action- oriented in the face of urgent	0	0	6	0	0	0
43. Facilitates discussion and makes valuable contributions to Agricultural Experiment Station (AES) and other research matters	•	•	•	•	•	•
44.Actively seeks, and supports research funding opportunities	0	•	0	•	0	•
45. Is accessible to faculty for discussions regarding research, administrative matters, and mentoring	0	•	0	•	•	•
46. Is fair and equitable in the treatment of all research	•	•	•	•	•	0
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
47. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	0	•	•	•	•	•
48. Cultivates and actively participates in developing and sustaining research programs	0	0	0	0	•	•
49. Demonstrates participative and shared governance in planning and	0	•	•	•	•	•



E. Associate Director of Cooperative Extension Services (CES): Victor T. Artero (Acting)

Evaluate this associate director on the following:

	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
56. Is available and action- oriented in the face of urgent matters	•	0	•	0	0	0
57. Facilitates discussion and makes valuable contributions to Unit/Extension matters	0	0	•	•	•	•
58.Actively seeks, and supports faculty development opportunities	•	•	•	•	•	0
59. Is accessible to faculty for discussions regarding student/client, research, administrative matters, and mentoring	•	0	•	0	•	•
60. Is fair and equitable in the treatment of all faculty in the Unit.	0	•	•	0	•	0
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
61. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	•	0	•	0	•	•
62. Cultivates and actively participates in learner assessment activities	•	0	•	•	•	0
63. Demonstrates participative and shared	•	©	0	•	•	•



F. Associate Dean, Resident Instruction: Dr. Henry Taijeron (Acting)

Evaluate this associate dean on the following:

	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
70. Coordinates the development of course schedules and oversees faculty load	0	0	•	0	0	•
71. Coordinates unit staff work on textbook orders, room assignments, and student advisement	0	•	•	0	0	•
72. Monitors curricular changes as requested by the program faculty	0	•	•	0	0	0
73. Coordinates the development of program review activities and student learning outcome assessments	•	•	•	•	•	•
74. Schedules and coordinates student evaluations	•	0	•	•	0	•
75. Implements faculty advisement, and mentoring of new faculty in the program involved	0	•	•	•	•	•
76. Evaulates faculty and staff with the Dean	•	•	•	•	•	•
77. Conducts meetings and consultations with faculty	0	•	•	0	•	•
78. Serves on the college Academic Affairs Committee and informs units affected	0	0	•	•	0	•
79. Convevs information.						

Overall Evaluation Unsatisfactory Excellent (5) (1) 2 3 UN (6) 83. Is an effective leader 0 0 0 0 83a. Additional comments. Part II. Other Relevant Issues. Unsatisfactory (1) 2 3 4 Excellent (5) UN (6) 84. Overall, how satisfied are you with this Evaluation of Administrator 0 0 Performance measurement tool? 84a. Comments for improvement:

85. What would most help your faculty effectiveness? 86. Any other messages you would like to give to administrators:

Default Question Block

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INSTRUCTIONS

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Please click your responses to each question in this survey and type in additional comments you may have in the text boxes provided.

ADDRESSING CONFIDENTIALITY AND ENSURING ANONYMITY

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Thank you for participating in the faculty evaluation of administrator performance.

Part One. College-level Administrator.

Use the following rating scale to mark your response by clicking the appropriate level.

Unsatisfactory.....1.....2.....3.....4.....5.....Excellent/Exceptional......

If you are unable to judge, please click UN(6)

Evaluate your director on the following:

	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
Is available and action- oriented in the face of urgent matters	0	•	•	•	0	0
Facilitates discussion and makes valuable contributions to curriculum and other academic matters	•	•	•	•	0	0
3.Actively seeks, and supports faculty development opportunities	0	0	•	•	•	•
4. Is accessible to faculty for discussions regarding student/client,research, and administrative matters, and mentoring	•	•	•	•	0	•
5. Is fair and equitable in the treatment of all faculty in the College	0	•	•	•	•	0
	Unsatisfactory (1)	2	3	4	Excellent (5)	UN (6)
6. Supports and encourages faculty interest and work in research, proposal writing, and community engagement	•	•	•	•	•	•
7. Cultivates and actively participates in learner assessment activities	0	•	•	•	0	0
8. Demonstrates participative and shared governance in planning and	•	•	•	•	0	•

Overall Evaluation Unsatisfactory Excellent (5) (1) 2 3 UN (6) 14. Is an effective leader 0 0 0 14a. Additional comments. Part II. Other Relevant Issues. Unsatisfactory (1) 2 3 4 Excellent (5) UN (6) 15. Overall, how satisfied are you with this Evaluation of Administrator 0 0 Performance measurement tool? 15a. Comments for improvement:

16. What would most help your faculty effectiveness? 17. Any other messages you would like to give to administrators: