Stephen F. Austin State University Academic Affairs Leadership Evaluations

Evaluees and Respondents

Position	Groups Invited to Respond
Dean	All Academic Affairs Branched survey with: 1. Employees within college 2. All other Academic Affairs
Academic Unit Head	Faculty and staff within unit
Academic Affairs Director	All Academic Affairs Branched survey with: 1. Academic Affairs Leadership 2. All other Academic Affairs

Stephen F. Austin State University Academic Affairs Leadership Evaluations

Evaluated Individuals for 2024-2025

Individuals scheduled for evaluation in Fall 2024 are highlighted in yellow

interim appointments are italicized - no evaluation administered

Deans		Academic Unit Heads			
College	Dean	Academic Unit	Chair/Director		
Business	Tim Bisping	Accounting	Jose Vega		
Education	Judy Abbott	Business Comm./Legal Studies	Carol Wright		
Fine Arts	Gary Wurtz	Economics & Finance	Mikhail Kouliavtsev		
Forestry & Agriculture	Hans Williams	Management & Marketing	Matt Lindsey		
Liberal & Applied Arts	Dustin Knepp	Education Studies	Jannah Nerren		
Sciences & Mathematics	Kim Childs	Human Sciences	Chay Runnels		
Research & Grad Studies	Forrest Lane	Human Svcs. & Ed Leadership	Troy Davis		
		Kinesiology/Health Sciences	Wycliffe Njororai		
Academic Affairs I	Directors	Art	Chris Talbot		
Unit	Director	Music	J.D. Salas		
Institutional Effectiveness	Christina Wilson	Theatre & Dance	Cleo House		
Library	Jonathan Helmke	Agriculture	Joe Smith		
Lumberjack Learning Commons	Megan Weatherly	Environmental Science	Sheryll Jerez		
School of Honors	Michael Tkacik	Anthropology, Geog. & Soc.	Ray Darville		
CARRI	Mary Ann Rojas	English & Creative Writing	Liz Tasker-Davis		
		Government	Kwame Antwi-Boasiako		
		History	Andrew Lannen		
		Lang., Cultures & Comm.	Jeana Paul Urena		
		Mass Communication	John Hendricks		
		Multidisciplinary Programs	Joyce Johnston		
		Psychology	Scott Hutchens		
		Social Work	Freddie Avant		
		Biology	Mark Barringer		
		Chemistry	Odutayo Odunuga		
		Computer Science	Rickey McDaniel		
		Earth Sci. & Geological Resources	Wesley Brown		
		Math & Statistics	Lesa Beverly		
		Nursing	Tammy Harris		
		Physics & Astronomy	Rickey McDaniel		

Stephen F. Austin State University Academic Affairs Leadership Evaluations

Schedule Details

Evaluations open **Wednesday**, **October 2**, **2024** and end **Monday**, **November 4**, **2024** Evaluations are carried out after a full year in the leadership role and then after every third year.

Respondent identity is anonymous.

SFA HOP 02-109 guides the performance evaluation process for academic leadership officers.

SFA HOP 02-101 guides the performance evaluation process for academic unit leaders.

Planned Correspondence Schedule

Thursday, September 26	Email notification to Academic Affairs employees that survey begins soon
Wednesday, October 2	Evaluation invitation email sent
Monday, October 28	Reminder email that evaluations close in one week

Stephen F. Austin State University Dean - Leadership Evaluation

SFA HOP 02-109 directs the performance review for administrators reporting to the Provost's office.

With the responsibilities of academic leadership in mind, please respond to the following evaluation prompts as accurately as possible. Provide examples or recommendations for improvement, if applicable.

Please note that only **one** submission per person is allowed. The responder should not submit responses on behalf of anyone other than themselves. Individual respondent identity is anonymous.

			Employees within the college	Other role in Academic Affairs	Prefer not to answer	
Please select the group that best desc	ribes your prima	ry role at SFA:	0	0	0	
	0 to 5	6 to 10	11 to 19	20 or more	Prefer not to answer	
How many years have you worked at SFA?	0	0	0	0	0	
For quality assurance, please enter th	e name of the pe	rson in this evalu	uation.			
Evaluate this person's performance in the following:	Outstanding (5)	Very good (4)	Satisfactory (3)	Poor (2)	Very poor (1)	Not applicable/No opportunity to observe (no value)
Advancing the SFA mission of dedication to excellence	0	0	0	0	0	0
Support of Academic Affairs activities	0	0	0	0	0	0
Advocate and promote the college role and responsibilities	0	0	0	0	0	0
Champion for professional development - teaching and learning, curriculum development, etc.	0	0	0	0	0	0
Leadership and teamwork	0	0	0	0	0	0
Communication and transparency	0	0	0	0	0	0
Promotion of a positive work environment	0	0	0	0	0	0
Professional and respectful behavior	0	0	0	0	0	0
Support of a learner-centered environment	0	0	0	0	0	0
Resource allocation and budget management	0	0	0	0	0	0
Positive promotion of SFA	0	0	0	0	0	0
Off-campus partnerships and relationships	0	0	0	0	0	0
Do you have confidence in this person's ability to perform his/her current role?	Definitely yes (5)	Probably yes (4)	Neutral (3)	Probably not (2)	Definitely not	Not applicable/ No opportunity to observe (no value)
	0	0	0	0	0	0

Please add any further information that would be

helpful to the evaluation process.

Stephen F. Austin State University Academic Affairs Administrative Director - Leadership Evaluation

SFA HOP 02-109 directs the performance review for administrators reporting to the Provost's office.

helpful to the evaluation process.

With the responsibilities of Academic Affairs leadership in mind, please respond to the following evaluation prompts as accurately as possible. Provide examples or recommendations for improvement, if applicable.

			Academic Affairs Leadership	All other roles in Academic Affairs	Prefer not to answer	
Please select the group that best descr	ribes your primar	y role at SFA:	0	0	0	
	0 to 5	6 to 10	11 to 19	20 or more	Prefer not to answer]
How many years have you worked at SFA?	0	0	0	0	0	
For quality assurance, please enter the	e name of the per	rson in this evalu	ation.			
Evaluate this person's performance in the following:	Outstanding (5)	Very good (4)	Satisfactory (3)	Poor (2)	Very poor (1)	Not applicable/No opportunity to observe (no value)
Advancing the SFA mission of	0	0	0	0	0	0
dedication to excellence	_	_			Ü	Ŭ
Support of Academic Affairs activities	0	0	0	0	0	0
Advocate and promote the unit role and responsibilities	0	0	0	0	0	0
Champion for professional development	0	0	0	0	0	0
Leadership and teamwork	0	0	0	0	0	0
Communication and transparency	0	0	0	Ö	0	Ö
Promotion of a positive work environment	0	0	0	0	0	0
Professional and respectful behavior	0	0	0	0	0	0
Support of a learner-centered environment	0	0	0	0	0	0
Resource allocation and budget						
management	\circ	\circ	0	\circ	\circ	0
Positive promotion of SFA	0	0	0	0	0	0
Off-campus partnerships and relationships	0	0	0	0	0	0
,				<u> </u>		
Do you have confidence in this person's ability to perform his/her current role?	Definitely yes (5)	Probably yes (4)	Neutral (3)	Probably not (2)	Definitely not (1)	Not applicable/ No opportunity to observe (no value)
	0	0	\circ	0	\circ	0

Stephen F. Austin State University Academic Unit Head - Leadership Evaluation

SFA HOP 02-101 states that the primary responsibilities of the unit head are to establish and maintain a climate conducive to the pursuit of knowledge. The decisions of the unit head should be made and implemented in the context of collegiality and regular communication.

Each question may be used to stimulate objective assessment of Chair effectiveness during the past three years. This list is not intended to be inclusive; some items may not be applicable to your Chair; there may be additional items that you may wish to consider.

Please note that only **one** submission per person is allowed. The responder should not submit responses on behalf of anyone other than themselves. Individual respondent identity is anonymous.

Administrative responsibilities of an academic unit chair/director include, but are not limited to, the following:

- Provide leadership in the establishment of a visionary direction and the maintenance of standards for the academic unit, consistent with college and university missions;
- Serve as the principal advocate for the unit and as an advocate for the college and university missions;
- Ensure quality through evaluation, modification, and development of academic programs;
- Respond to the needs of students, faculty, administration, the public, and others;

For quality assurance, please enter the name of the person in this evaluation.

- Develop and manage course schedules for each semester/parts of term;
- Assign and manage faculty workload;
- Manage and allocate fiscal and physical resources of the unit;
- Establish, maintain, and communicate effective personnel management procedures and processes; and
- Promote the academic unit externally.

	0 to 5	6 to 10	11 to 19	20 or more	Prefer not to answer
How many years have you worked at					
SFA?	0	0	0	0	0

Evaluate Academic unit leadership and direction	Outstanding (5)	Highly Effective (4)	Effective (3)	Marginally Effective (2)	Ineffective (1)	Not applicable/No opportunity to observe (no value)
Provides leadership at the academic unit, college and university levels	0	0	0	0	0	0
Keeps faculty informed of academic unit decisions and involves faculty in academic unit planning	0	0	0	0	0	0
Recruits quality faculty and staff	0	0	0	0	0	0
Interacts with you in a fair and impartial manner	0	0	0	0	0	0
Makes academic unit committee assignments in a fair and reasonable manner	0	0	0	0	0	0
Promotes collegiality in the academic unit	0	0	0	0	0	0
Manages academic unit resources effectively	0	0	0	0	0	0

Stephen F. Austin State University Academic Unit Head - Leadership Evaluation

Evaluate representation of the academic unit	Outstanding (5)	Highly Effective (4)	Effective (3)	Marginally Effective (2)	Ineffective (1)	Not applicable/No opportunity to observe (no value)
Fosters good public relations	0	0	0	0	0	0
Keeps abreast of new developments in higher education	0	0	0	0	0	0
Serves as a role model in one or more of the following areas: -Teaching -research -service -creative activity	0	0	0	0	0	0

Evaluate Communication	Outstanding (5)	Highly Effective (4)	Effective (3)	Marginally Effective (2)	Ineffective (1)	Not applicable/No opportunity to observe (no value)
Communicates openly and clearly all policies and procedures from the administration to the faculty	0	0	0	0	0	0
Encourages candor, frankness; is approachable, open	0	0	0	0	0	0
Holds constructive and/or meaningful faculty meetings	0	0	0	0	0	0

Evaluate Academic Programs	Outstanding (5)	Highly Effective (4)	Effective (3)	Marginally Effective (2)	Ineffective (1)	Not applicable/No opportunity to observe (no value)
Demonstrates innovative leadership in curriculum development	0	0	0	0	0	0
Prepares class schedules and teaching assignments in a manner that maximizes academic unit interests and competencies	0	0	0	0	0	0
Maintains an effective student advising system	0	0	0	0	0	0
Assesses program effectiveness	0	0	0	0	0	0

Stephen F. Austin State University Academic Unit Head - Leadership Evaluation

Evaluate faculty development/support	Outstanding (5)	Highly Effective (4)	Effective (3)	Marginally Effective (2)	Ineffective (1)	Not applicable/No opportunity to observe (no value)
Encourages professional growth of faculty and staff	0	0	0	0	0	0
Supports innovative teaching programs	0	0	0	0	0	0
Encourages faculty research activities	0	0	0	0	0	0
Supports your teaching/development research activities	0	0	0	0	0	0
Evaluate administrative effectiveness	Outstanding (5)	Highly Effective (4)	Effective (3)	Marginally Effective (2)	Ineffective (1)	Not applicable/No opportunity to observe (no value)
Resolves issues at academic unit level	0	0	0	0	0	0
Makes difficult decisions	0	0	0	0	Ö	0
Makes sound decisions	0	0	0	0	Ö	Ö
Plans effectively and imaginatively	0	0	0	0	0	0
Articulates expectations to the faculty	0	0	0	0	0	0
Engages in creative problem solving	0	0	0	0	0	0
Engages in realistic goal setting	0	0	0	0	0	0
Do you have confidence in this person's ability to perform his/her current role?	Definitely yes (5)	Probably yes (4)	Neutral (3)	Probably not (2)	Definitely not (1)	Not applicable/ No opportunity to observe (no value)
	0	0	0	0	0	0
Please add any further information th helpful to the evaluation process.	at would be					