Chair Evaluation: Notes

1. Chair evaluation is separate from AFDR. Material may inform the AFDR but remains separate from both that process and material.
2. Evaluation of chair remains separate from any retention, tenure, promotion, or three-year review. The chair is subject to the formal procedures already established by the department, division, or college.
3. Chair may supplement any other evaluative process (retention, tenure, promotion, three-year review) with material from the chair evaluation procedure.
4. In her written summary, the dean will note how many years the chair has served in that role. The dean will also document how many of the eligible members of the department participated in the evaluation.
5. The chair will be required to acknowledge receipt of the two independent evaluations (one departmental and one from the dean). In addition, the chair may wish to attach written comments to the evaluation.
6. The dean will initiate the evaluative procedure and will provide guidance to the department.
7. For a new chair who fills in for the remaining term of an appointed chair, the dean will begin the evaluative process in the first year of service.