



**Title: #IV-14A. Evaluation of Administrators WVU Parkersburg**

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## Section 1. General.

1.1 Scope. It is important to the institution that key administrators receive objective feedback on their performance in an annual review process. Given that such administrators have different roles and constituencies, the procedures used to evaluate them should be tailored to their role. The President reviews the performance of each administrator reporting directly to the President annually.

1.2 Authority. W. Va. Code §18B-2B-6, 18B-1B-6.

## Section 2. Procedure.

### **2.1 Annual Evaluation of Executive-Level Administrators**

The President annually evaluates the performance of each administrator reporting directly to the President. This process is defined in the Delegation of Powers to the President, which cites: “West Virginia Code Section 18B-2A-4 sets forth the powers, duties, and responsibilities of the Board of Governors of each public higher education institution in the state. Included within that statute is the ability of the Board of Governors to delegate, with prescribed standards and limitations, the part of its power and control over the business affairs of the institution to the President in any case where it considers the delegation necessary and prudent in order to enable the institution to function in a proper and expeditious manner and to meet the requirements of its master plan and compact. Given its legal responsibility for the institution, the Board of Governors maintains control of all broad institutional policy. The powers, duties and responsibilities that are delegated to the President represent the day-to-day operation of the institution and reflect the implementation of policy.” That delegation of powers also notes the President’s responsibility to: “Supervising and managing the financial, business, and education policies and affairs of the institution,” as well as to “administering the management of a personnel system.”

The President shall annually evaluate administrators on defined goals and in the areas of leadership and planning, communication, human resource management, program management, budget management, enhancement of quality, governance-internal relations, and external relations.

### **2.2 Annual Evaluation of President**

Standards for community and technical colleges to employ and evaluate presidents are defined in the procedural rule of the West Virginia Council for Community and Technical College Education entitled *Employing and Evaluating Presidents*, 135 C.S.R. 5.