

1. Title

Evaluation of Administrators

2. Rule and Regulation

Sec. 1 President's Evaluation. Evaluation of the president of each institution is primarily the responsibility of the Chancellor and appropriate Executive Vice Chancellor and shall occur annually.

Sec. 2 President's Responsibility. Subject to the requirements of [Rule 31102](#) of the Regents' *Rules and Regulations* concerning the evaluation of tenured faculty and Section 3 of this Rule, the evaluation of the vice presidents and deans is primarily the responsibility of the president or delegate.

Sec. 3 Administrative Evaluations. Each Academic Administrator below the level of president of an institution should be reviewed at least every six years. A committee appointed by the president or provost of the institution shall conduct the review. A written report will contain the substance of the review.

3.1 Development of Policies. The institutional academic senate or other representative faculty body should be consulted in the development of the review policies and procedures.

3.2 Input from Others. The review shall be comprehensive and include input from faculty, staff, and students, and where appropriate alumni, community leaders, and other sources identified in the charge to the committee from the president or provost.

3.3 Written Report. A summary of the report will be provided to the administrator under review and to the administrator's supervisor. The written report will be made available to the Executive Vice Chancellor for the campus.

3. Definitions

Academic Administrator – unless otherwise defined by approved institutional policy, administrator is intended to refer to chief academic officer (vice president for academic affairs or provost); deans, department chairs, and directors of academic units.

4. Relevant Federal and State Statutes

None

5. Relevant System Policies, Procedures, and Forms

Regents' *Rules and Regulations*, [Rule 30501](#) – Employee Evaluations

6. Who Should Know

Administrators
Faculty

7. System Administration Office(s) Responsible for Rule

Office of Academic Affairs
Office of Health Affairs

8. Dates Approved or Amended

[Regents' Rules Revision History](#)

9. Contact Information

Questions or comment regarding this Rule should be directed to:

- bor@utsystem.edu