

MEMORANDUM

To: Fort Wayne Senate
From: Faculty Affairs Committee
J. Silver, Chair
Subject: Revised Upward Feedback Forms
Date: February 26, 1999
Disposition: For Information Only

Pursuant to Senate Document SD 97-23, the Faculty Affairs Committee has revised the Upward Feedback survey instruments. Three different versions of the form were created for the Chancellor, the Vice-Chancellor of Academic Affairs, and the Deans. Copies of these forms are required.

As required by SD 97-23, these forms are currently being distributed. The results will be compiled by the Office of Institutional Research and Analysis. The results will be distributed to the subjects and the subjects' supervisors.

Note: Questions about this document should be directed to J. Silver at Ext. 6177

**Upward Feedback
Chancellor**

5 - No Basis for Judgement

4 - Strongly Agree

3 - Agree

2 - Disagree

1 - Strongly Disagree

1. Develops productive relationships with community organizations and businesses.
2. Fosters a cooperative, collegial work environment.
3. Effectively represents the interests of IPFW to the local community.
4. Effectively represents the interest of IPFW to the parent campus administrations and trustees.
5. Effectively communicates decisions and policies from the parent administrations and trustees to the IPFW community.

6. Provides effective oversight of the promotion and tenure process.
7. Effectively allocates campus resources.
8. Works productively with community constituencies served by the campus.
9. Demonstrates flexibility; is willing to consider modifying a position given appropriate rationale.
10. Projects an image of fairness to faculty.
11. Projects an image of fairness to students.
12. Projects an image of fairness to staff.
13. Builds a respected, credible public image in the community.
14. Exercises authority appropriately.
15. Is willing to make decisions.
16. Accepts responsibility for decisions.
17. Takes due care to maintain the financial well-being of the campus.
18. Considers faculty input regarding academic matters.
19. Communicates a vision for the development and support of the academic programs of the campus.
20. Communicates a vision for the development and support of the arts cultural programs of the campus.
21. Communicates a vision for the development and support of the athletic program.
22. Communicates a vision for the long-term development of the campus.
23. Builds positive relationships with faculty.
24. Builds positive relationships with administrators and staff.
25. Overall, the chancellor is doing an effective job.

Additional Comments:

Please use the reverse or a separate sheet to provide additional comments about any of the above items or about aspects of the Chancellor's performance not addressed by the items above.

Comment on factors that affect the operation of the unit but which are not the responsibility of the Chancellor.

Name: _____ I am a ____ faculty member

(optional) ____ chair

Upward Feedback
Vice Chancellor for Academic Affairs

5 - No Basis for Judgement

4 - Strongly Agree

3 - Agree

2 - Disagree

1 - Strongly Disagree

1. Provides an academic direction for the campus.
2. Fosters a cooperative, collegial work climate.
3. Works cooperatively in monitoring academic policies and procedures.
4. Works to ensure that policies and procedures enhance IPFW's academic integrity.
5. Represents IPFW's academic needs and priorities effectively to the Chancellor.
6. Distributes resources equitably.
7. Addresses issues openly.
8. Seriously considers input from Deans, Chairs, and Faculty regarding academic issues and policies.
9. Demonstrates flexibility; willing to consider modifying position given appropriate rationale.
10. Builds a credible, respected public image.
11. Works productively with community constituencies served by the campus.
12. Uses annual performance evaluations as a means of encouraging professional development.
13. Administers the promotion and tenure process fairly.
14. Gives appropriate criticism in a constructive manner.
15. Supports faculty development in teaching.
16. Supports faculty development in research.
17. Rewards high-quality work.
18. Effectively mediates problems arising among faculty or between departments.
19. Delegates duties appropriately.
20. Makes an effort to be available when needed.
21. Builds positive relationships with faculty.
22. Builds positive relationships with administrators and staff.
23. Uses reasoned judgement in decision making.
24. Exercises authority appropriately.
25. Overall, the Vice Chancellor is doing an effective job.

Additional Comments:

Please use the reverse or a separate sheet to provide additional comments about any of the above items or about aspects of the VCAA's performance not addressed by the items above.

Comment on factors that affect the operation of the unit but which are not the responsibility of the VCAA.

Name: _____ I am a _____ faculty member

(optional) ____ chair

Upward Feedback Dean

5 - No Basis for Judgement

4 - Strongly Agree

3 - Agree

2 - Disagree

1 - Strongly Disagree

1. Provides academic leadership and direction for the School.
2. Fosters a cooperative, collegial work climate.
3. Works cooperatively in establishing and monitoring School policies and procedures.
4. Works to ensure that policies and procedures enhance the School's academic integrity.
5. Represents the School's academic needs and priorities to the Vice Chancellor and IPFW administration.
6. Distributes resources equitably.
7. Addresses issues openly.
8. Seriously considers faculty input regarding academic issues and policies.
9. Demonstrates flexibility; willing to consider modifying position given appropriate rationale.
10. Builds a credible, respected, public image.
11. Works productively with community constituencies served by the School.
12. Uses annual performance evaluations as a means of encouraging professional development.
13. Administers the promotion and tenure process fairly.
14. Gives appropriate criticism in a constructive manner.
15. Supports faculty development in teaching.
16. Supports faculty development in research.
17. Rewards high-quality work.
18. Serves as a mediator in resolving problems arising among faculty and within or between departments.
19. Delegates duties appropriately.
20. Makes an effort to be available when needed.
21. Builds positive relationships with faculty.
22. Builds positive relationships with administrators and staff.
23. Uses reasoned judgement in decision making.
24. Exercises authority appropriately.
25. Overall, the Dean is doing an effective job.

Additional Comments:

Please use the reverse or a separate sheet to provide additional comments about any of the above items or about aspects of the Dean's performance not addressed by the items above.

Comment on factors that affect the operation of the unit but which cannot be controlled by the Dean.

Name: _____ I am a ____ faculty member

(optional) ____ chair