

# EVALUATION OF THE PRESIDENT - BP 1.9

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*Legal Authority: 23 NCAC 2C .0209*

*Approval: April 19, 2011*

*Revision:*

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## **EVALUATION OF THE PRESIDENT**

A. Board Responsibilities. The Board shall conduct an annual evaluation of the President during the spring semester of each year. The evaluation shall be conducted in accordance with Title 23, Section 02C.0209 of the North Carolina Administrative Code, and the results of the evaluation shall be shared with the President during a closed session meeting of the Trustees, if a closed session is permitted under law.

- (1) Methodology and Instrumentality. The Board shall evaluate the performance of its President annually. The evaluation instrument and methodology shall be proposed by the Board's Personnel Committee in consultation with the President, but the evaluation shall, at a minimum, include the following categories:
  - (a) General administration;
  - (b) Relationships including:
    - (i) Internal relationships with faculty, staff, students, and trustees; and,
    - (ii) External relationships with business and industry, the media, governmental bodies, and the general public;
  - (c) Personal attributes;
  - (d) Personnel administration;
  - (e) Fiscal and facilities administration; and,
  - (f) Academic administration.
  - (g) Review of performance against stated goals.
- (2) Reporting Requirements. Prior to June 30 of each year, the Board shall, in writing, notify the State Board of the following:
  - (a) The time period for which its President was evaluated and the date the evaluation was completed;

- (b) Description of the methodology used for the evaluation;
- (c) Certification that the evaluation included a written assessment of the President's performance in each of the categories identified above;
- (d) Certification that the full Board discussed the evaluation results and the results were discussed with the President; and,
- (e) Certification that appropriate action, as defined by the Board, has been taken if the President's performance is less than satisfactory in any of the categories identified in Paragraph (a) of this Rule.

B. Personnel Committee Responsibilities. The Chair of the Personnel Committee of the Board shall coordinate the President's Performance Evaluation process, working cooperatively with the President and Board Chair.

The Personnel Committee shall prepare a Summary Report on the President's Performance Evaluation, including the methodology employed for the evaluation and attention to the content materials and performance categories, to be submitted as a recommendation to each member of the Board.

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