

# Presidential Performance Appraisal

## EX\_BT\_97

Responsible Officer  
Charles Petitt & Chairperson of the Board  
Approving Body  
Board of Trustees  
Approval Date  
2014-09  
Last Revision  
2020-11

### Policy Statement

The University President will be appraised every year following the first year of his employment. The purpose of the appraisal will be to complement and reinforce strengths and to reveal and amend weaknesses.

### Policy Procedures

#### Appraisal Time Frame

The appraisal will be administered during the Spring semester. Electronic appraisal forms will be distributed via email by January 15. Completed forms will be returned to the Chairman of the Board of Trustees who will forward them to the chairperson of the ad hoc committee appointed to administer the appraisal. The results will be evaluated and reported to the Executive Committee of the Board of Trustees in May of the appraisal year.

#### Appraisal Procedures

The Chairman of the Board of Trustees will appoint an ad hoc committee consisting of three trustees to administer the appraisal. This will be done in September of the year preceding the year of appraisal. The committee will distribute forms by January 15 to the following groups as specified below.

1. All current Carolina University Trustees will receive an appraisal form to complete.
2. All Carolina University Administrative personnel will receive an appraisal form to complete.
3. Each Carolina University Division Chairperson of Faculty will receive an appraisal form to complete.
4. Each Carolina University Director of Staff will receive an appraisal form to complete.
5. Each Carolina University Student Council member and Class Officer will receive an appraisal form to complete.
6. A random selection of individuals from the alumni donor list will receive appraisal forms to complete. From a computer printout of the alumni donor list, a random numbers table will be used to randomly select these individuals.
7. Of the general public, the following will receive appraisal forms to complete: the University's attorney, the University's accountant, the University's bankers, and selected vendors to the University.