

# UTAH COLLEGE OF APPLIED TECHNOLOGY

## AGENDA ITEM

### UCAT BOARD OF TRUSTEES

12 January 2017

ITEM: II.O

TOPIC: Policy 112 (Applied Technology College Presidents – Review and Evaluation)

#### BACKGROUND

Policy 112, “Applied Technology College Presidents – Review and Evaluation,” establishes requirements and procedures for formal, comprehensive evaluation of the performance of college presidents and more frequent, less formal periodic reviews to help ensure the success of each college president in the discharge of all his or her duties. It will replace the current [Policy 104, “Evaluation of College Presidents”](#), which was developed prior to the implementation of Senate Bill 131 (2016 General Legislative Session).

The policy calls for an *annual review* for each president to be conducted by a team consisting of specific UCAT trustees, local board members and the UCAT Commissioner. The team will meet with the president at least twice annually and make efforts to attend important college events. The review team will help prepare the presidents for the less frequent, but more formal evaluation process. Annual reviews are only conducted during years in which formal evaluations are not conducted. *Evaluations* conducted by the same or a very similarly composed team will take place following the first year of service and at least once every three years thereafter. Guidelines for conducting the evaluations and components of the evaluations including confidential reporting processes are detailed.

A recommended evaluation schedule and review/evaluation team member assignments will also be considered in the meeting. The previously-approved evaluation schedule, which has not yet been implemented due to the transitions provided under Senate Bill 131, can be viewed in the [11 June 2015 Board Meeting Agenda \(Item M\)](#).

#### RECOMMENDATIONS

UCAT Administration recommends the Board of Trustees approve the adoption of Policy 112, “Applied Technology College Presidents – Review and Evaluation”, as shown in the attachment and the deletion of Policy 104, and the adoption of the attached evaluation schedule. If the policy and evaluation schedule are adopted, it is recommended that the Board consider appointing the review/evaluation team members for each ATC president.

Attachments: [Draft Policy 112, “Applied Technology College Presidents – Review and Evaluation”](#)  
[Proposed President Evaluation Schedule](#)  
Suggested Review and Evaluation Team composition (to be distributed in the meeting)

