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| Section | 10 | Academic Policies | 11/14/06 -Originated |
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| **Policy** | **10.2.1** | **Evaluation of Academic Administrators** | Council of Deans -Author |

# Evaluation of Academic Administrators

## Definitions

**Academic Administrators** – For purposes of this policy, academic administrators includes but may not be limited to: Chief Academic Officer, Dean, Department Chair, Center Director, Institute Director and Directors of academic programs.

## Policy

All academic administrators as defined in this policy will be evaluated annually by their immediate supervisor.

Additionally, an evaluation which includes input from faculty, staff, students, and where appropriate alumni, will be completed at least every six years.

University faculty who hold academic administrative positions as head of academic units, such as department chairs, program directors, and center and institute directors, serve in these successive one-year appointments at the pleasure of the dean of the school in which they hold their appointments, and the President. Deans serve at the pleasure of the President.

## Procedures

The President or designee shall appoint a committee to conduct a review of all academic administrators, at least every six years. This committee shall include a member of the UTMB Faculty Senate.

A written report will be provided to the academic administrator under review and to the immediate supervisor. The report will also be made available to the Chief Academic Officer, the President, and the Executive Vice Chancellor of Health Affairs of the UT System.

## References

Regents' Rules and Regulations Series 30501 – Employee Evaluations
Regents' Rules and Regulations Series 31101 – Evaluation of Administrators
IHOP 3.6.5, Performance Management Program
SACS