

October 17, 2018

Dear CAFE Faculty and Staff:

Annual performance review time is upon us again. Since I have been Dean, CAFE faculty and staff have been given the opportunity to participate in the review of selected administrators annually and this opportunity is available to you again this year.

This survey is open until December 12, 2018.

The result of faculty and staff input is reviewed by me and/or the appropriate associate dean or unit head of the administrator being evaluated. The stated purpose of the evaluation is to enhance administrative leadership and effectiveness and to promote a climate of cooperation among faculty, staff, and administration in order to maximize the effectiveness of the unit's execution of its mission.

Key points:

- Please note, this year the first step to completing the survey is to first check the box beside each administrator's name for whom you wish to complete a survey. If you do not first check the box, you will not have another opportunity to answer the survey. You do not have to complete all the surveys in one sitting. You may return to your survey until December 12, as long as you keep your URL. Please do not share your URL with others.
- Although the survey tool allows you to complete a survey on people you don't work with directly, the best use of the survey is when unit heads get as many surveys as possible. So first and foremost, please be sure to evaluate your unit head. If the evaluation process is to meet its objective of enhancing leadership and effectiveness of the unit head, it is important to have full participation of the department's faculty and staff.
- All reasonable efforts are made to safeguard anonymity and confidentiality and we don't know of any cases of these safeguards being breached. Individual respondents should avoid making statements that would identify himself or herself.
- Please be constructive and offer solutions.
- You will see that you have an opportunity to comment on my performance as well.

Please take the time to participate in this process. In my opinion, the information received from faculty and staff about administrators will be very constructive. Therefore, I strongly encourage you to thoughtfully complete the survey and provide comments at the end.

The survey will include the following individuals for your review/consideration:

DEAN(S):

Nancy Cox, Larry Grabau, Robert Houtz, Gary Palmer, Sandra Bastin, Orlando Chambers

DEPARTMENT CHAIRS:

Barry Barnett, Richard Coffey, Ned Crankshaw, Wes Harrison, David Horohov, Vanessa Jackson, Rebecca McCulley, Michael Montross, Janet Mullins, Reddy Palli, Chris Schardl, Jeff Stringer, Ron Werner-Wilson, Mark Williams

DIRECTORS:

Mary Arthur, Susan Campbell, Craig Carter, Molly Davis, Pamela Gray, John Grove, Darrell Johnson, Luke Moe, Mick Peterson, Laura Skillman, Tim West, David Williams, Ling Yuan

If you have questions, please contact Lisa Collins, lisa.collins@uky.edu.

Thank you,
Nancy Cox, Dean