UNIVERSITY OF SOUTH ALABAMA

April 25, 2023

To: Harold Pardue, Dean, Graduate School and Interim Dean, School of Computing
Lorene Flanders, Executive Director, Libraries
Alvin Williams, Interim Dean, Mitchell College of Business
John Kovaleski, Interim Dean, College of Education and Professional Studies
John Usher, Dean, College of Engineering
Heather Hall, Dean, College of Nursing
Doug Marshall, Interim Dean, Honors College
Andrzej Wierzbicki, Dean, College of Arts and Sciences
Richard Carter, Associate Vice President, Global USA
Anjenetta Davis, Executive Director, Simulation
Susan Gordon-Hickey, Dean, Pat Capps Covey College of Allied Health Professions

From: Andrea Moore Kent, Executive Vice President and Provost

Re: 2023 Annual Performance Review

Below is the timeline and process for completing your 2023 annual performance evaluation. Please note that you will not participate in an annual review in the same year you complete a comprehensive review thought you will still complete the report on your annual goals and advancement of the strategic plan (section 2 and 3).

Note: The narrative and required documentation have been modified so that your narrative will satisfy both your annual performance review and your annual assessment report.

April 26-May 10	Provost conducts the survey of faculty/staff in the college/school. A copy of the survey is attached for your information.
June 30	**Dean's and Director's 2023 annual performance review narrative submitted to Provost (see description below).**
By July 31	Provost meets with deans and directors and completes the 2023 annual performance review.

OFFICE OF INSTITUTIONAL EFFECTIVENESS
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Dean's and Director's 2022 Annual Performance Review—Materials to submit:

1) Highlight 3-5 accomplishments.

2) List no fewer than three of your 2022-2023 objectives and report on the extent to which you achieved that objective during the 2022-2023 year.

3) For each of the five Strategic Plan Priorities summarize how your college advanced the priority to include specific activities, examples and accomplishments at the department and college levels. We are no longer collecting departmental reports in the Office of Institutional Effectiveness, please be as comprehensive/descriptive as you can to give a full picture of your college's efforts in this area. Note: departments must still report on student learning outcomes for academic programs.
https://www.southalabama.edu/departments/presidentsoffice/strategicplan/

4) Summarize your survey results to include any valuable insights gained from reviewing the results.

5) Identification of any areas or plans for improvement in personal performance.

6) You are welcome to attach any additional electronic documents (e.g., annual report, letters of recognition, etc.

Section 1. Highlight 3-5 Accomplishments

Section 2. List now fewer than three of your 2022-2023 objectives and report on the extent to which you achieved that objective during the 2022-2023 year.

Objective #1:
Briefly describe the extent to which you achieved Objective #1:

Objective #2:
Briefly describe the extent to which you achieved Objective #2:

Objective #3:
Briefly describe the extent to which you achieved Objective #3:

Section 3.

How has your college advanced the strategic plan priority area of Student Access and Success?

How has your college advanced the strategic plan priority area of Graduate Education?

How has your college advanced the strategic plan priority area of Research, Discovery, and Creative Works?

How has your college advanced the strategic plan priority area of University-Community Engagement?

How has your college advanced the strategic plan priority area of Healthcare, if applicable?

Section 4. Summarize your survey results to include any valuable insights gained from reviewing the results.

Section 5. Identify any areas or plans for improvement in personal performance.

Section 6. You are welcome to attach any additional electronic documents (e.g., annual report, letters of recognition, etc.) Please list those additional attachments here, if any.

Default Question Block

Thank you for participating in this survey of your Dean's or Director's performance. This annual survey is disseminated to all faculty, staff, and administrators in your unit. Your participation is voluntary, and you may discontinue your participation at any time. Your responses are anonymous. Responses to objective questions will be reported only in aggregate. Responses to open-ended questions will be made available in their full-text. All responses will be seen by the Provost-SVPAA and the Dean or Director being evaluated. Results of the survey are otherwise confidential and will not be made available to the general public. Please direct any questions about the survey to the Office of Institutional Effectiveness at effectiveness@southalabama.edu.

Dean or Director:

${e://Field/ExternalDataReference}

Which of the following best describes your relationship with your Dean or Director?

Faculty ○

Staff/Administration ○

Block 1

Based on your personal experiences over the last year, please rate how effective your Dean or Director is in the following areas.

	Not At All Effective	Somewhat Effective	Effective	Extremely Effective	Not Able to Rate/NA to Me
Communicating vision and strategic direction of the unit.	○	○	○	○	○
Fostering excellence in teaching.	○	○	○	○	○
Fostering excellence in research, scholarship, and/or creative activities.	○	○	○	○	○
Seeking input and feedback on decision-making.	○	○	○	○	○
Securing financial resources to advance the unit.	○	○	○	○	○

	Not At All Effective	Somewhat Effective	Effective	Extremely Effective	Not Able to Rate/NA to Me
Seeking community input on how best to advance the unit.	○	○	○	○	○
Using data to make decisions and drive improvement.	○	○	○	○	○

Block 2

Based on your personal experiences over the last year, please rate the extent to which you agree with the following statements about your Dean or Director.

	Strongly Disagree	Disagree	Agree	Strongly Agree	Not Able to Rate/NA to Me
Sets clear expectations for faculty and staff evaluation.	○	○	○	○	○
Creates an atmosphere that values diversity.	○	○	○	○	○
Overall, your Dean or Director has been effective as the leader of your unit.	○	○	○	○	○

Block 3

General Comments

Please list areas that you consider to be your Dean's or Director's major strengths as an administrator or leader.

Please list areas that you consider to be Dean's or Director's major weaknesses as an administrator or leader.