

# FY2009/10 Department Head Performance Evaluations Update

Organization and Personnel Committee  
Item 7b  
September 13, 2010

# High Participation by Board

Board Members completing one or more Performance Evaluations

91 percent (32/35)

- 1 Abstention
- 1 Retirement

# Department Head Performance Assessment Update

## PHASE 1 – Department Head Narrative Summary

**ASSESSMENT  
CRITERIA  
SHARED**

**DEPARTMENT  
HEADS  
COMPLETE  
NARRATIVE  
SUMMARIES  
FOR BOARD**

**NARRATIVE  
SUMMARIES**  
  
**9 QUESTIONS ON  
KEY  
ACCOMPLISHMENTS**

**PERFORMANCE RATINGS:**

- Strategic Leadership
- Operational Leadership
- Personal and Team Leadership
- Board Relationships

July 16

July 17 – July 30

## PHASE 2 – Board Member Evaluations

**NARRATIVES  
AND WEB-  
LINK TO  
BOARD**

**COMPLETED  
EVALUATIONS  
DUE SEPT 7**

**FEEDBACK  
SUMMARIZED  
BY OUTSIDE  
FIRM**

**RESULT SUMMARIES TO  
CHAIRMAN, EXECUTIVE  
COMMITTEE AND BOARD**

August 10 - Sept 7

Sept 8 - 12

Week of September 13

## PHASE 3 – Final Performance Rating and Feedback

**EXECUTIVE COMMITTEE  
REVIEW**  
  
**WITH BOARD / COMMITTEE  
INPUTS**

**PERFORMANCE /  
DEVELOPMENT FEEDBACK TO  
DIRECT REPORTS  
BY CHAIRMAN AND EXECUTIVE  
COMMITTEE**

**FY 2009-10  
EVALUATION  
PROCESS  
COMPLETE**

Week of September 20

September 28

September 30

# Going Forward: 2010/2011 Assessments

- Define performance expectations for FY2010/11
  - Incorporate Board feedback for 2010/11 Department Head goals
  - Finalize by September 30
- Define Department Head evaluation process for FY2010/11 performance cycle
  - Incorporate lessons learned about process
  - Set goals and performance expectations in September and earlier in next cycle
  - Enhance approach for incorporating Board expectations into performance planning
    - Incorporate mid-year performance feedback

# End of Presentation