



WESTERN WASHINGTON UNIVERSITY BOARD OF TRUSTEES
RESOLUTION NO 2022-08 PRESIDENTIAL PERFORMANCE EVALUATION
Passed by the Western Washington University Board of Trustees on October 14, 2022

Purpose

It is the policy of the Board of Trustees that it will evaluate the President of Western Washington University on an annual basis and that it will conduct a periodic comprehensive (“360 degree”) evaluation every three to four years.

The purpose of this policy is to formalize the intent and process by which the Board will fulfill an essential governance responsibility: supporting and evaluating the President. It also addresses the larger goal of contributing to the improvement of the President’s and the institution’s effectiveness. Further, the evaluation will accomplish the related goals of supporting continuous communication between the Board and the President about the President’s goals and accomplishments, the institution’s strategic goals and mission, and the effectiveness of the President’s organizational decision making. The evaluation process also meet’s the Board’s need to be accountable to the institution’s various constituencies and to the larger public interest and public trust.

Board Practices and Procedures for Annual Evaluation

- 1. Board Roles and Responsibilities.** All Board members will participate in the evaluation process as described herein. The process will be led by the Board Chair who will collaborate with the Vice Chair and the Board’s Executive Committee to ensure a smooth transition from one evaluation period to the next.

- 2. Annual Goals and Objectives.** The evaluation will be based on a mutually agreed-upon, annual set of measurable goals, objectives, and priorities presented by the President and accepted by the Board pursuant to the procedures and schedule outlined in this policy. In addition to the progress on previously set goals and objectives, the evaluation may include such other matters as the Board may

determine as provided in the President's employment agreement.

3. Criteria and Process for Evaluation. It is the responsibility of the Board to establish the criteria and process for evaluation and to communicate these in advance to the President. The process may include a "360-degree component," allowing for confidential input to be sought from the Vice Presidents, shared governance leaders, the President's other direct reports, and in some cases external stakeholders. Among other standards and criteria for evaluation, the Board may consider the following:

- Leadership, internal and external to the institution.
- Administrative effectiveness.
- Effectiveness at developing financial and other support for the institution.
- Communication.
- Accomplishments and progress toward annual objectives and institutional priorities established by the President and the Board.

4. President's Appointment and Compensation. At the time of the evaluation or upon formal acceptance of the President's annual goals, the Board may, in its discretion, extend the President's appointment, and/or adjust the President's compensation.

5. Executive Session. Pursuant to RCW 42.30 et seq., the Board may meet in executive session to review the President's performance. However, the Board will only take final action in meetings open to the public when setting the President's salary or other actions which must be taken and conducted in open session.

6. Annual Evaluation Period and Schedule. The annual evaluation period will begin with the President's presentation of goals and objectives at one of the Board's two work sessions, customarily at the start of each academic year, and will conclude at the same time the following year.

Board Practices and Procedures for Periodic Comprehensive Evaluation

The Board will conduct a periodic comprehensive evaluation of the President's performance every three to four years in lieu of and building upon the foundation of the annual evaluations.

The comprehensive evaluation will be a formative process with the primary purpose of enhancing the performance of the President.

The Board Chair and Vice Chair, with assistance from Board staff, will establish a timeline and process for confidential interviews on the President's effectiveness and leadership with a significant cross-section of the campus community and external stakeholders.

The interviews will be led by an experienced professional engaged by the Board who can elicit fully objective responses.

The Board Chair will report findings and recommendations to the President and, subsequently, to the Board. All written assessment of the President's performance will remain confidential to the extent permitted by law, specifically, the Public Records Act, Chapter 42.56 RCW.