



# UH Systemwide Policies and Procedures Information System (PPIS)

## Board of Regents Policy 2.203

### Title

Policy on Evaluation of the President

### Header

Regents Policy Chapter 2, Administration

Regents Policy RP 2.203, Policy on Evaluation of the President

Effective Date: Oct. 18, 2002

Prior Dates Amended: Jan. 22, 1982; Oct. 31, 2014 (recodified)

Review Date: August 2017

### I. Purpose

To set forth policy on general provisions regarding the policies and procedures relating to the evaluation of the president by the board.

### II. Definitions

No policy specific or unique definitions apply.

### III. Board of Regents Policy

#### A. Statement of Purpose.

B. The board is responsible for the effective management of the university to ensure that the citizens of the State of Hawai'i are provided with the finest possible higher educational opportunities. Vital to this responsibility is the trust placed upon the president, for it is primarily through the efforts of this office that the board's institutional expectations are realized. It is necessary, therefore, that there exist not only a unity of purpose between the board and the president, but also a clear recognition of the incumbent's integrity, character, and institutional commitment by the board.

C. Mindful of the difficulties inherent in such an interdependence, it is incumbent upon the board to provide for means to foster a continuing dialogue whereby perceptions and expectations are shared in an effort to perpetuate a vitality in the relationship. Among the processes recognized as effective means to facilitate such an exchange are periodic performance evaluations. Such performance evaluations provide an opportunity to establish mutually agreed upon goals, expectations and priorities, appreciate and understand the changing conditions which affect the university; enables the president to strengthen performance; and affirms the board's accountability towards institutional governance.

D. Having given considerable thought to these and other relevant concerns, the board establishes this policy to facilitate a continuing dialogue between the board and the president and to provide for a foundation upon which future incumbency consideration may be based.

#### E. Procedures.

1. Upon initial appointment and no later than by the culmination of the inaugural year, the president shall submit, based on consultations with the board, a report stipulating the goals, objectives, and special concerns, both short-term and long-term, for discussion, periodic review, and to be addressed during the subsequent three years with regard to the following areas:

##### a. Academic management,

b. Administrative management,

c. Budget, planning, financial management, and fundraising,

d. Internal relations with faculty, staff, administrators, students, and the board,

e. External relations with the governor, legislature, entities such as Research Corporation of the University of Hawai'i, the University of Hawai'i Foundation, donors, other governmental officials, and the community.

2. Commencing from the second year of service and every year thereafter, the president shall be evaluated in the manner described, unless otherwise stipulated by the board.

a. By May 1, the president shall submit to the board, unless otherwise stipulated, a written self-assessment in the areas cited in subsection B(1) above.

b. The board shall be responsible for gathering any additional information relevant to the purpose of this policy.

c. The president shall meet with the board or its designee(s) on a mutually agreed upon date to review the self-assessment along with all other information germane to the evaluation.

d. The board shall provide the president with a preliminary evaluation draft by no later than June 30 to which the president shall provide a written response.

e. Subsequent to the board receiving a response, the president shall again meet with the board to finalize the evaluation.

3. Commencing from the third year of service and at least every three years

thereafter and/or as provided by contract, the board may engage in more in-depth performance evaluation or assessment in a format stipulated by the board.

#### IV. Delegation of Authority

There is no policy specific delegation of authority.

#### V. Contact Information

Office of the Board of Regents, 956-8213, [bor@hawaii.edu](mailto:bor@hawaii.edu)

#### VI. References

A. <http://www.hawaii.edu/offices/bor/>

B. [http://www.capitol.hawaii.gov/hrscurrent/Vol02\\_Ch0046-0115/HRS0089C/HRS\\_0089C-0004.htm](http://www.capitol.hawaii.gov/hrscurrent/Vol02_Ch0046-0115/HRS0089C/HRS_0089C-0004.htm)

#### VII. Exhibits and Appendices

No Exhibits and Appendices found

#### Approved

Approved as to Form:

October 31, 2014

Cynthia Quinn

Date

Executive Administrator and Secretary of the Board of Regents

#### Topics

No Topics found.

## Attachments

None