

ADMINISTRATIVE PROCEDURE No. 1330

Board Self-Assessment Procedure

Date Adopted:

Date Revised:

Date Reviewed: 06 August 2015

References:

At the board's discretion, a board designee coordinates the board self-assessment or a consultant may be retained to assist with this process.

- During the fall board meeting the board decides on how the board self-assessment is to be conducted in conjunction with the annual meeting.
- The board self-evaluation survey is distributed to each board member approximately a month before the scheduled self-evaluation.
- Board members complete the survey and return it to the board designee or consultant within two weeks of receipt of the survey.
- Results are tabulated and analyzed prior to the meeting and presented in a summary report including composite scoring. Individually completed surveys with written comments are also presented to the board to facilitate discussion.
- The board discusses areas that are working well and those that need attention. Recommendations are made to improve board performance, academic quality, and institution effectiveness.
- Recommendations are developed into a plan for action and adopted at the next meeting.
- Results of the self-assessment and recommendations are posted to the board website.