

PRESIDENT'S PERFORMANCE REVIEW

I. Purpose

The purpose of the policy is to establish the policy and process by which the Western Dakota Technical College (WDTC) President will be evaluated by the WDTC Board of Trustees annually. Because the President's performance and leadership are directly tied to the College's outcomes, the WDTC Board of Trustees is committed to a performance review that encourages professional growth, guides improvement for the College, and positions the College to attain established outcomes, as described in the College's Mission, Vision, and Strategic Plan documents.

II. General Statement of Policy

- A. In order to meet the College's mission, vision, and strategic plan goals, the President will be provided formal feedback on an annual basis from the WDTC Board of Trustees in the form of an annual performance review. This review information will be provided to the WDTC President no later than April 30 of each year.
- B. Along with the performance review process, the President shall, with Board approval, establish annual performance goals that tie to the College's key performance indicators and the strategic plan. The Board shall receive regular reports documenting progress on these goals.
- C. The WDTC Senior Human Resources Generalist will facilitate the President's evaluation for the Board of Trustees. The evaluation shall include three components: board member input, college employee input, and a written self-evaluation of the President's attainment of annual goals.
- D. The performance review criteria will be based on standards and guidelines provided to member colleges by the Association of Community College Trustees.
- E. Official copies of performance reviews are stored in the President's personnel file located in Human Resources for a minimum of 7 years after exiting employment.

III. Definitions – None

IV. Reporting Procedures – None

V. Dissemination of Policy and Training

- A. This policy shall appear on the WDTC website on the policy webpage.
- B. The Senior Human Resources Generalist will work with the WDTC Board of Trustees members designated by Board Policy to be responsible for the President's annual performance review.

Legal References: None

Board Approved 4/14/2021