

The purposes of the annual evaluation are threefold: To determine the extent to which the president has fulfilled the responsibilities of his or her position over the previous year and whether the president should be retained; to assist the president in understanding what portions of the job have been accomplished well and what needs to be improved upon, and to help the Commission consider the president's compensation for the coming year. The annual review of the president will include two elements.

1. The president's self-evaluation. Each year the president will prepare for the May commission meeting a self-evaluation of his or her performance, judged against the objectives that have been established and approved by the commission at the previous May commission meeting. Such self-evaluation shall be delivered to the Officers of the Commission at least 30 days prior to the date of the May Commission meeting.
2. The Commission's evaluation of the president: Once per year, at the May Commission meeting and during the closed portion of the Executive Committee meeting, the chair of the Commission, in concert with the Commission officers, will present, either in writing or orally, an evaluation of the president's performance, judged against the objectives that have been established and approved by the Commission at the previous May Commission meeting, and will invite input from all commissioners sitting in such closed Executive Committee meeting [except for those years when the Commission chooses to secure an external consultant to review the president's performance (approximately every five years or at the discretion of the Commission Officers)].

From time to time and at their discretion, the officers of the Commission may choose to engage an external consultant to review the president's performance. If so, the chair of the Commission, in concert with the Commission officers, will consider the external consultant's review and will make an independent judgment of the president's performance for presentation to and discussion with the entire Commission.

The president's self-evaluation will be shared with all Commissioners in the May agenda book, but the discussion of the evaluation will occur only among the officers or in the closed session of the Executive Committee at the beginning of the May Commission meeting.

Following the completion of the annual review of the President, the Commission Officers, no later than the conclusion of the May meeting, shall make a recommendation for retaining or not retaining the President. If the recommendation is to retain, the Officers shall determine whether to enter into a new contract or modify an existing one and will establish the salary and benefits for the President. That recommendation shall be discussed in a closed Executive session and then submitted to the Committee of the Whole at an open session for ratification. The Chief Financial Officer or Director of Human Resources will be directed by the Chair to implement such new salary and or benefits at the commencement of the next fiscal year or such other date as the Officers shall approve.

*Approved by the WICHE Commission May 17, 2022.*