Evaluation Questions

All evaluation items are to be rated using the following scale points:

1	2	3	4	5
Strongly Disagree	**Disagree**	**Neutral**	**Agree**	**Strongly Agree**

Work Environment and Treatment of Employees (1 – *Strongly Disagree* to 5 – *Strongly Agree*)

1. The non-academic administrator actively develops initiatives to support the fair treatment of all employees in the unit.

2. The non-academic administrator makes an effort to foster a diverse unit in compliance with applicable state and federal law and university policies.

3. The non-academic administrator promotes a welcoming environment in their unit.

4. The non-academic administrator treats everyone in their unit fairly and impartially.

Delegating Authority/Decision Making (1 – *Strongly Disagree* to 5 – *Strongly Agree*)

5. The non-academic administrator effectively delegates authority.

6. The non-academic administrator empowers employees to perform their tasks autonomously.

7. The non-academic administrator is accountable for their decisions.

8. The non-academic administrator communicates the basis for decisions that are made, when appropriate.

9. The non-academic administrator is strategic in the allocation of resources in alignment with the unit's mission.

10. The non-academic administrator delegates workload appropriately.

11. The non-academic administrator solicits input for decisions.

Personnel Matters (1 – *Strongly Disagree* to 5 – *Strongly Agree*)

12. I feel comfortable approaching the non-academic administrator with work-related matters.

13. The non-academic administrator has created an environment where I feel comfortable discussing a personal matter if I so choose.

14. The non-academic administrator deals with conflict in a professional manner.

15. The non-academic administrator deals with personnel matters appropriately.

16. The non-academic administrator is accessible to employees within the unit.

Leadership (1 – *Strongly Disagree* to 5 – *Strongly Agree*)

17. The non-academic administrator is committed to the unit's success.

18. The non-academic administrator provides a clear vision for the unit.

19. The non-academic administrator provides constructive feedback.