

Lee, Lori

From: Glascoff, Mary A
Sent: Tuesday, April 03, 2007 3:49 PM
To: Lee, Lori
Cc: Taggart, Mark Alan; Knickerbocker, Dale; Anderson, Patricia
Subject: EXSS and Department Chair Evaluations

Dear Lori,

I spoke with me dean about the memo to EXSS faculty regarding evaluation of their chair. He has taken action already. He was appreciative of the "heads up". I thought I would pass on this information in its early stages, but I have not seen what the "fix" of the situation is yet.

If you include the memo about EXSS in any information Mark brings forward in his discussions would you please blacken out the name of the faculty member who gave me the memo? I am not sure she wanted her name visible.

Thanks,
Deedee

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04/03/2007

Boswell, Boni

From: McGhee, Susan
Sent: Monday, March 26, 2007 6:15 PM
To: Altman, Stacey R; Baldwin, Charles Nikos; Boswell, Boni; Tanner, Chuck; Dawson, David Michael; White, David M; Davis, Kathryn; DuBose, Katrina; Espinosa, Dana; Fridgen, Joseph; Gilland, Randy; Gordon, Scott E; Decker, Jim; McCartney, Jennifer; Rose, Jonathan; Houmard, Joseph A; Houmard, Kandy L; Karvinen, Kristina; Kemble, Charles; Mahar, Matthew; McCammon, Mike; Murray, Nicholas P; Devita, Paul; Raedeke, Tom; Kenny, Rhonda K; Hickner, Bob; Cortright, Ronald N; Knight, Sharon; Estes, Steven G; McGhee, Susan; Hortobagyi, Tibor; Gavin, Timothy P; Basilio, Jessica; Anderson, Ethan; Etheridge, Clinton R; Gaine, P. Courtney; Grimsley, Jimmie Richard; Laker, Anthony; Moore, Mark; Neuffer, P. Darrell; Rushing, Jeannine; Shields, Tamlyn; Tucker, Carol-Ann; Cain, William Earl; Moore, Jane F; Hughes, Elaine M.; Beachum, Wendy D; Waller, Jane; Muse, Kathy; Johnson, Alison; Branch, Ray; Morris, Dean
Subject: Quadrennial Review of Dr. Farrell - input requested
Importance: High
Attachments: P Farrell Admin Evaluation Form March 07.doc

Mark to discuss
 w/ chancellor Ballard
 on 4-4

To: EXSS Faculty, Staff, and Students;
 HHP Executive Committee and Staff
 College of Health and Human Performance

From: Administrative Review Committee
 Bob Hickner, Sharon Knight, Susan McGhee

Date: March 26, 2007

Re: Quadrennial Evaluation of Dr. Peter Farrell

As specified in the *ECU Faculty Manual* (Appendix L, Section F), the department chairs are reviewed every four years by two methods:

1. an approval vote on effectiveness by faculty that is facilitated by the Faculty Leader for the Quadrennial Unit Administrator Evaluation; and
2. an Administrative Review Committee evaluation of the administrator based on a number of factors including the administrator's portfolio and evaluative comments. The final report of the Review Committee is shared with Dr. Gilbert and Dr. Farrell.

Dr. Peter Farrell, Chair of the Department of Exercise and Sport Science is currently undergoing a Quadrennial Unit Administrator Evaluation. The EXSS faculty effectiveness vote was completed last week. Dr. Gilbert has appointed an Administrative Review Committee comprised of Drs. B. Hickner, S. Knight, and S. McGhee. Among their duties, this committee is charged with extending "a general request for written or oral evaluations of the performance of the officer under review from administrators, faculty, staff, and students."

In an effort to obtain such input for the purpose of providing constructive feedback on Dr. Farrell's performance and offering suggestions for improvement, the Review Committee requests your honest and thoughtful input. Please provide comments and suggestions on the attached form. Anonymous comments cannot be considered; however, the Review Committee will keep all names associated with comments strictly confidential.

3/27/2007

Once you have completed the attached form please submit it to Drs. Hickner, Knight, or McGhee no later than noon, Tuesday, April 3, 2007. The University Attorney recommends that information on personnel issues (e.g., comments on an individual's work performance) not be sent through e-mail.

The Review Committee thanks you for your willingness to participate in this Quadrennial Evaluation of Dr. Farrell. We look forward to receiving your responses.

**2007 Quadrennial Evaluation of Dr. Peter Farrell
Conducted by the Administrative Review Committee**

Please provide your comments on Dr. Farrell's job performance as Chair of the Department of Exercise and Sport Science in the space below. Suggestions for improving performance will be especially helpful to the Review Committee. Please sign your comments and submit them to Drs. Hickner, Knight, or McGhee by **noon on Tuesday, April 3, 2007**. Anonymous comments cannot be considered; however, the Review Committee will keep all names associated with comments strictly confidential.

The members of the Administrative Review Committee thank you for your honest and thoughtful responses.

Name: _____

I am (check one) ___ faculty, ___ staff, ___ student

Suggestions and Comments: