

**Department Head Evaluation
Extension Clientele
Department of *****

1. Please rate each attribute listed below that best describes the characteristics of the department head.

1= Strongly Disagree
2= Disagree

3=Neutral
4= Agree

5=Strongly Agree
CJ=Cannot Make a Valid Judgement

| | 1 | 2 | 3 | 4 | 4 | Cannot Judge |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1. Identifies clientele and their program needs. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Establishes and maintains contact with clientele | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Obtains clientele input for evaluating departmental programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Receptive to development of programs to meet existing or planned clientele activities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Ability to develop departmental programs to support existing or planned clientele activities. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Ability to recognize and delete programs that are not relevant. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Visible to producer, legislative, and industry groups in a manner which encourages broad based support of department programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Effectively organizes and manages available resources | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Effectively communicates departmental activities to clientele groups | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

II. General Comments

10. Which matters need priority attention in the department during the next year or two?

11. What is the most important observation you can make about the department head's:

a. Administrative effectiveness

b. Administrative style

Other Comments
