Area Director/Director/Assistant Director
Evaluation Questions for Faculty and Staff

K-State Research and Extension

Attributes of the:
For the attributes listed below, mark the box which best describes the association with the ******.
Mark “1” or “2” if the first word or phrase is most descriptive, mark “4” or “5” if the second word is most descriptive, mark “3” if the ****** displays both attributes about equally. “CJ” indicates that you cannot judge the attribute.

1. Friendly (1 or 2) vs. Unfriendly (4 or 5)
2. Organized (1 or 2) vs. disorganized (4 or 5)
3. Dedicated to institution (1 or 2) vs. Dedicated to self (4 or 5)
4. Flexible (1 or 2) vs. rigid (4 or 5)
5. Sensitive to others (1 or 2) vs. Insensitive to others (4 or 5)
6. Open to ideas (1 or 2) vs. Close-minded (4 or 5)
7. Democratic (1 or 2) vs. Autocratic (4 or 5)
8. Motivating (1 or 2) vs. Discouraging (4 or 5)
9. Realistic (1 or 2) vs. Unrealistic (4 or 5)

Abilities of the:
Please mark the box that best describes your opinion about the following statements (Scale: Excellent, Very Good, Good, Fair, Poor, Cannot Judge)

Program Leadership

1. Provides effective leadership in identification of program needs
2. Involves others in the identification of program needs
3. Provides effective leadership in the program development process
4. Encourages participation in outcome based program development to meet needs
5. Provides effective leadership in evaluation of programs
6. Encourages participation in evaluation of educational programs
7. Encourages reporting of outcomes of educational programs

Administrative Leadership

1. Is visible with agencies, organizations, legislative groups and others which encourages broad-based support for extension programs
2. Effectively communicates the relevance programs to Kansas stakeholders
3. Effectively communicates the relevance programs to administrators within KSRE and/or KSU
4. Recognizes and supports the importance of diversity and inclusiveness
5. Encourages participation in regional or national Extension programs
6. Demonstrates professionalism in current position
7. Uses good judgment with confidential information

**Resources**

1. Effectively organizes and manages resources
2. Establishes needs and expectations of resources to support effective extension programs
3. Provides information on potential resources to assist in program enhancement, implementation, and evaluation
4. Identifies and is successful in obtaining external funding to support extension programs

**Communication Skills**

1. Effectively communicates about issues and activities relevant to you
2. Communicates in a timely manner
3. Provides opportunities for dialogue with extension staff through regular meetings or communications
4. Is accessible when needed

**Respondent’s Perspectives:**

What is your relationship with the *****?

_____ Agent  _____ State or Area Specialist  _____ Administrator  _____ Other

How often do you have contact with Dr. Peters?

_____ At least one time a week  _____ Whenever I wish
_____ One to three times per month  _____ Rarely
_____ One to three times per year

What kind of job is the ***** doing?

_____ Excellent  _____ Very Good  _____ Good  _____ Fair  _____ Poor  _____ Cannot Judge

The*****, has my confidence to continue in this role for the next five years:

_____ Strongly Agree  _____ Agree  _____ Disagree  _____ Strongly Disagree  _____ I have no opinion

**Additional Observations:**

In this section, you are invited to make additional observations and suggestions for improvement. Written responses will be typed before being sent to the administrator so that handwriting cannot be used to identify the rater.

1. What are the *****’s main strengths?
2. What reservations do you have about the ***** as an administrator?
3. What changes (in priorities, style, organization, policy) do you feel would improve the*****’s effectiveness?
4. Other comments?