Possible Discussion Starters for Meetings with Administrators Undergoing Five-Year Reviews

Administrators at the University of Arizona are assessed on their leadership in developing partnerships and managing resources to build capacity, improve performance and advance innovations in teaching, outreach, and research and creative achievements.

1. As you reflect back over your term as an administrator, what makes you proud of your leadership? What have you learned from the successes and challenges you have faced, and how have you built on the lessons learned?

2. Reflecting back over the last few years, what are the most important things that you have done to improve instruction, outreach, and research and creative achievements? How are you advancing these efforts in the short term and in the longer term? What are your assessment plans for these efforts?

3. Given the financial challenges of the last few years, what have you done to secure resources, improve operations, and invest in efforts that are critical to your mission?

4. How have you worked to strengthen your unit’s collaborations with university and community partners? What have you done to strengthen interdisciplinary collaborations and increase outside support for your unit?

5. How has your unit’s culture developed under your leadership? What have you done to build civility and expand the diversity of your faculty, staff, and students?

6. How have you improved performance and raised expectations by how you hire faculty and staff and offer feedback? What have you done to improve assessment processes such as personnel reviews?

7. What do you see as the greatest opportunities facing you, and your unit? What do you hope to achieve in the next five years?

8. As we look forward, what kind of feedback are you looking for? What input will be most helpful to you? What are you hoping to learn from this opportunity to gather input from faculty, staff, students, and university and community partners?

9. What haven’t we asked about that we need to discuss? As a committee, what do we need to know about your unit that is not obvious in the documentation you have provided? What’s the back story? Are there personnel, financial, or programmatic issues that we need to understand for our discussions with staff, faculty, students, and community groups?

10. What questions do you have for us?