

ASSISTANT DEAN FOR STUDENT AFFAIRS EVALUATION CRITERIA

Each Assistant Dean for Student Affairs has a unique set of job responsibilities that, in large part, have evolved from the needs and organizational structure of each college and from the particular skills, talents and interests of each Assistant Dean for Student Affairs.

Each Assistant Dean shall assume responsibility for participating in activities that support the mission of the Division of Student Affairs, their respective College, and the University and student community, as well as activities that extend beyond the classroom experience.

Assistant Dean effectiveness shall be evaluated by various methods that may include a written self-review, peer reviews, student evaluations, and other relevant materials.

- I. Evidence of Student Affairs effectiveness may include any or all of the following:**
- Support of College and campus orientation, scholarship, and retention efforts
 - Facilitation of student leadership development and co-curricular development
 - Special Projects as assigned by the Vice President for Student Affairs or designee
 - Collaborations and program development between Student Affairs and Academic Affairs
 - Demonstrated experience working with students from diverse racial, cultural, economic backgrounds
 - Leadership that improves student access, learning, retention, and graduation efforts
 - Service on department, Student Affairs and/or and University committees
- II. Evidence of College-specific activities and/or special projects assigned by the College Dean. Each College Dean shall develop college-specific evidence that may include such items as:**
- Student Affairs and/or academic-related licenses, certificates, credentials, honors and awards
 - Presentations at professional meetings and conferences
 - Development of new programs
 - Participation in development activities
 - Strategic planning on student learning, access and graduation
 - Design of student websites, informational brochures, and other materials that promote student learning, access, retention and graduation
 - Curriculum development for student interns-trainees in cooperation with Student Affairs departments
 - Proposal and grant development with an emphasis on student leadership, development and involvement
 - Organizing conferences and other student-professional forums

III. Evidence of service to the campus community, to include any or all of the following:

- Effectiveness in providing student supportive services, advising, and/or student advocacy
- Liaisons with University departments, University events and/ or Student Affairs student sponsored programs
- Participation in or facilitation of specific Student Affairs programs and activities
- Serving as advisor to the College Council
- Maintaining strong collaborative relationship with one or more Student Affairs departments
- Promoting and supporting inclusivity among diverse student populations, college activities, programs, and/or departments
- Serving as an active liaison between Student Affairs and Academic Affairs
- Working in partnership with the Centers for Student Involvement and Associated Students to develop and support College Councils
- Promoting and supporting opportunities for student participation in leadership development, activities and programs