



MONTCLAIR STATE
UNIVERSITY

University Senate

The Administrative Performance Feedback Committee

May 11th, 2022- Approved by the University Senate

The University Senate establishes the Administrative Performance Feedback Committee [APFC] for the purpose of conducting senior level, managerial performance feedback by peers and subordinates. Membership of the committee will be determined following the University Senate's democratic practices.

Purview

The APFC will follow the procedures and guidelines within, provided by the Implementation of Administrative Evaluations committee (IAEC) and approved by the University Senate. Revisions to these outlined procedures and guidelines, and survey questions must be approved by the University Senate.

The Administrative Performance Feedback Committee will,

- A. Create and conduct feedback surveys for senior level administrators, utilizing the question bank provided, and consulting with each administrator to be reviewed, when appropriate.
- B. Compile reports of the performance feedback and distribute them to the administrator being reviewed and their supervisor.
- C. Maintain records of data collection, and other business of the committee, and provide regular business reports to the University Senate.
- D. Assess and evaluate the performance feedback process for efficacy and effectiveness, and update content questions of performance feedback as necessary.
- E. Provide any revisions to the Performance Feedback Plan for University Senate approval.

The APFC will follow the practices of the University Senate, specifically,

- A. APFC membership is open to University employees and students.
- B. Members of the committee will select a Chairperson by majority vote, and with the approval of the University Senate.
- C. In the event of a contested vote, the Senate Executive Board will decide the outcome before the University Senate votes to approve the Chairperson.
- D. If no member is willing to be Chairperson, an Officer or Council Chair of the University Senate will serve as Chair.
- E. Committee membership and Chairperson shall be renewed annually each September.
- F. There are no term limits for committee membership, or Chairperson.

Composition

Members for September 2022-June 2023

1. Shannon Bellum, Family Science and Human Development Department
2. Arnold Korotkin, Sociology Department
3. Mary Marsan, Teaching and Learning Department
4. Denise Rodak, University Registrar's Office
5. Sarah Sangregorio, Feliciano School of Business