Title: POLICY REGARDING CHANCELLOR EVALUATION AND SALARY INCREASES

Authority: Board Action

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Annual Chancellor Evaluation
It is the policy of the Louisiana Community & Technical College System that a performance evaluation be conducted on each Chancellor of the system, on an annual basis, by the System President. This evaluation will take the form of data analysis and review, self-evaluation and goals and action plans for the upcoming year to be submitted to the System President. The System President will provide feedback on the self-evaluation and goals and mutual expectations for annual performance will be determined for the upcoming year.

Comprehensive Evaluations
Every three years, a sitting Chancellor will submit the same items outlined in the annual evaluation process. In addition, a “360” process will be conducted with the assistance of an external evaluator for the purpose of conducting interviews with faculty, staff and community leaders. The external evaluator will submit a written report summarizing the findings. This evaluation will be combined with the annual evaluation information to complete a formal, written comprehensive review.

Comprehensive evaluations will be tied to the timing of contracts. Newly-hired Chancellors will receive an initial two-year contract. At the end of their second year of employment, they will undergo a comprehensive evaluation. If the outcome of the comprehensive evaluation is positive, they will be eligible to be offered a three-year contract.

At the end of each subsequent period of three years, Chancellors will undergo another comprehensive evaluation. A positive outcome on the comprehensive evaluation is required in order to be offered a three-year contract.

Pay for Performance
It is the intent of this process to reward Chancellors’ performance through salary increases, pending availability of funds.

Salary increases will primarily be merit-based; however, the board may authorize other modes of salary increase, as deemed necessary, with appropriate justification.

Special Circumstances
Should circumstances arise, the System President may request a comprehensive review at any time.