

VI. Policies - Personnel

6.1 EVALUATION OF EXECUTIVE DIRECTOR

INTRODUCTION:

Evaluation of the executive director will be carried out each year in a timely manner, and will be based on performance and accomplishment.

POLICY:

1. The executive director will submit a list of goals and objectives to the Evaluation Committee composed of the President, Secretary, and either President Elect or Immediate Past President, by the ASWB Annual Meeting.
2. The Evaluation Committee will review the goals and objectives, and discuss them with the executive director. Should circumstances warrant, executive director goals and objectives may be revisited throughout the year.
3. The Board of Directors shall, in a timely manner, review and negotiate the terms of the upcoming contract between ASWB and the Executive Director to ensure contract extension or appropriate transition.
4. An evaluation of the executive director will be conducted annually by the Board of Directors or a committee of the board designated by the president. The evaluation will be conducted before the Annual Meeting of the Delegate Assembly, or in years when the Executive Director's contract is up for renewal, before September 30th, the time by which the contract must be renewed or it automatically extends.
5. As a component in its evaluation, the Board of Directors may survey member boards regarding the performance of the executive director.

Approved by the Board of Directors, April 1999, revised October 2004.