



Evaluation of Administrative Support

By Student Employees/Peer Consultants

Please complete this evaluation by April 26th. The responses will be collected, summarized, and provided to Pat and Melanie in aggregate, typed form. That way, participants maintain anonymity. Thank you!

Evaluation of (please select one):

Patrick Johnson

Melanie Rabine-Johnson

Use the following scale to rate your supervisor's performance:

Strongly Agree	5
Agree	4
Neutral	3
Disagree	2
Strongly Disagree	1
No Basis for Judgment	N

1. Effectively trains and educates us on the roles and responsibilities of the position. _____

Comments:

2. Of the following training programs, please rate their effectiveness in your career (please use the scale above):

- a. Orientation _____
- b. WRT 306 _____
- c. All-Staff Meetings _____
- d. KM Cross-Training Events _____
- e. Fireside Chats _____
- f. Mentor Groups _____

Comments:

3. Inspires, facilitates, and supports staff actions to emulate the WC mission. _____

Comments:

4. Communicates clearly and effectively. _____

Comments:

5. Of the following methods of communication, please rate their effectiveness in your career (please use the scale above):

- a. Email _____
- b. Presentations (staff meetings, trainings, orientation, etc.) _____
- c. Face-to-Face conversations _____

Comments:

6. Actively fosters an environment that supports racial, ethnic, gender, and all other forms of diversity and engenders positive intercultural communication: _____

Comments:

7. Implements policies and procedures fairly and consistently. _____

Comments:

8. Supports us in our studies and academic progress. _____

Comments:

9. Provides constructive feedback and/or encouragement as appropriate: _____

Comments:

10. Seeks and considers divergent views or suggestions. _____

Comments: