

Evaluation Committee Meeting
Tuesday, October 11, 2011 11:00 a.m.
Minutes

The meeting was called to order at 11:06 a.m.

In attendance: Cindy Rauch, Jeannie Dilger-Hill, Rich Wolff
No visitors.

Old Business

- SWAN Director Evaluations: Review and Consolidate. Discussion took place on the standardization and consolidation of the comments that were written on the evaluation forms. Discussion took place on how to present the evaluation to SWAN Director Aaron Skog. The committee decided that the comments will be grouped into similar subject areas. Four categories were established:
 - Communication
 - Budget
 - Global Perspective
 - Council Relationship

Copies of the evaluations will be sent to the Council and SWAN Director Skog prior to the October 21, 2011 council meeting.

New Business

- Director's Evaluation on 10/21/2011: Discussion took place on how the evaluation will be presented to SWAN Director Skog. It is the recommendation of the committee to move into executive session at the council meeting on 10/21/11, present the evaluation to SWAN Director Skog, discuss goals, discuss areas needing attention and ask Director Skog for feedback. The committee also recommends that a cover letter and a copy of Director Skog's evaluation should be sent to his immediate supervisor at RAILS, Tom Sloan in November 2011.

The committee adjourned at 12:25 p.m.