

# PEV Evaluation of TC

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**ABET** Performance Appraisal

**Program Evaluator Appraisal of Team Chair**

**PEV/TC Name:** Bergstrom, Wayne Ralph **Visit Dates(Cycle):** 10/26/2008-10/28/2008  
**Institution:** Virginia Polytechnic Institute and State University **Program Name:** Chemical Engineering (BS)

**Technically Current >>** Effective Communicator >> Organized and Responsive >> Professional >> Leadership >> Final

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**Technically Current Performance Indicators:**

- Demonstrated knowledge of general criteria
- Knowledge of program criteria
- Demonstrated knowledge of accreditation policies and procedures

If PEV or TC met expectations on all of the indicators, select this.

If PEV or TC needs improvement on any of the above indicators, select this. (Comments required)

If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)

If you are unable to evaluate on this category, select this.

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If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
 If you are unable to evaluate on this category, select this.

Please provide your response to each of the competencies using the scale below. For any rating of 1 or 2 you must explain your rationale for the rating under "Comments".

	Needs Improvement 1	2	Met Expectations 3	4	Exceeded Expectations 5	Not able to evaluate
<b>Knowledge of General Criteria</b>	<input type="radio"/> Some misunderstandings of the general criteria	<input type="radio"/>	<input type="radio"/> Demonstrated knowledge of general criteria	<input type="radio"/>	<input type="radio"/> Exceptional ability to explain general criteria to others	<input type="radio"/> Not able to evaluate
Comments:	<input type="text"/>					
<b>Knowledge of Program Criteria</b>	<input type="radio"/> Some misunderstandings of the program criteria	<input type="radio"/>	<input type="radio"/> Knowledge of program criteria	<input type="radio"/>	<input type="radio"/> Exceptional ability to explain program criteria to others	<input type="radio"/> Not able to evaluate
Comments:	<input type="text"/>					
<b>Knowledge of Accreditation Policies and Procedures</b>	<input type="radio"/> Some misunderstandings of the accreditation policies and procedures	<input type="radio"/>	<input type="radio"/> Demonstrated knowledge of accreditation policies and procedures	<input type="radio"/>	<input type="radio"/> Exceptional ability to explain policies and procedures to others	<input type="radio"/> Not able to evaluate
Comments:	<input type="text"/>					

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## ABET Performance Appraisal

### Program Evaluator Appraisal of Team Chair

PEV/TC Name: Bergstrom, Wayne Ralph Visit Dates(Cycle): 10/26/2008-10/28/2008  
 Institution: Virginia Polytechnic Institute and State University Program Name: Chemical Engineering (BS)

Technically Current >> **Effective Communicator >>** Organized and Responsive >> Professional >> Leadership >> Final

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**Effective Communicator Performance Indicators:**

- Demonstrated effective information-sharing that kept team informed about institutional issues that could impact program findings.
- Demonstrated skill in giving team members feedback.
- Demonstrated interest in continuous improvement and provided suggestions to the institution to stimulate innovation.
- Demonstrated skill in bringing team to consensus.
- Demonstrated skill in bringing team to consensus.

If PEV or TC met expectations on all of the indicators, select this.  
 If PEV or TC needs improvement on any of the above indicators, select this. (Comments required)  
 If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
 If you are unable to evaluate on this category, select this.

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<b>Institutional Communications</b>	<input type="radio"/> Did not provide necessary information about important institutional issues.	<input type="radio"/> Demonstrated effective information-sharing that kept team informed about institutional issues that could impact program findings.	<input type="radio"/> The level of information provided to team regarding institutional issues demonstratively improved the quality of the overall assessment.	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>				
<b>Team Building</b>	<input type="radio"/> Was not effective in managing interactions with team members	<input type="radio"/> Demonstrated skill in bringing team to consensus.	<input type="radio"/> Demonstrated skill in team building.	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>				
<b>Consensus Building</b>	<input type="radio"/> Was not effective in bringing team to consensus.	<input type="radio"/> Demonstrated skill in bringing team to consensus.	<input type="radio"/> Was highly skilled at bringing team to consensus under difficult circumstances.	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>				
<b>Feedback</b>	<input type="radio"/> Team members needed direct feedback from Team Chair but did not receive it which adversely affected the team.	<input type="radio"/> Demonstrated skill in giving team members feedback.	<input type="radio"/> The quality of feedback given to team members improved the team process throughout the visit.	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>				
<b>Suggestions</b>	<input type="radio"/> Made no suggestions to institution on continuous improvement or to stimulate innovation	<input type="radio"/> Demonstrated interest in continuous improvement and provided suggestions to the institution to stimulate innovation.	<input type="radio"/> Encouraged team to offer suggestions on continuous improvement and ways to stimulate innovation. Provided excellent suggestions.	<input type="radio"/> Not able to evaluate

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**Organized and Responsive Performance Indicators:**

- Provided information regarding site visit in a timely manner.
- Effectively moderate team meetings
- Demonstrated ability to work well with other Team Chair
- Demonstrated skill in managing the exit meeting

If PEV or TC met expectations on all of the indicators, select this.  
 If PEV or TC needs improvement on any of the above indicators, select this. (Comments required)  
 If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
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Please provide your response to each of the competencies using the scale below. For any rating of 1 or 2 you must explain your rationale for the rating under "Comments".

	Needs Improvement 1	2	Met Expectations 3	4	Exceeded Expectations 5	Not able to evaluate
<b>Pre-visit</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Was not timely in providing information needed regarding site visit.		Provided information regarding site visit in a timely manner.		Provided information on site visit well in advance.	Not able to evaluate
Comments:	<input type="text"/>					
<b>Time Management</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Did not moderate team meetings effectively		Effectively moderate team meetings		Was high skilled at moderating team meetings	Not able to evaluate
Comments:	<input type="text"/>					
<b>Management of Exit Meeting</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Did not manage the exit meeting well		Demonstrated skill in managing the exit meeting		Demonstrated remarkable ability to manage the exit meeting under tough conditions.	Not able to evaluate
Comments:	<input type="text"/>					
<b>Collaborative (joint visits only)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Did not work well with other Team Chair		Demonstrated ability to work well with other Team Chair		Demonstrated exceptional ability to work with other Team Chair	Not able to evaluate
Comments:	<input type="text"/>					

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**Professional Performance Indicators:**

- Showed respect for the institution
- Effectively represented ABET
- Followed ABET's Code of Conduct

If PEV or TC met expectations on all of the indicators, select this.  
 If PEV or TC needs improvement on any of the above indicators, select this. (Comments required)  
 If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
 If you are unable to evaluate on this category, select this.

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If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
 If you are unable to evaluate on this category, select this.

Please provide your response to each of the competencies using the scale below. For any rating of 1 or 2 you must explain your rationale for the rating under "Comments".

	Needs Improvement 1	2	Met Expectations 3	4	Exceeded Expectations 5	Not able to evaluate
<b>Respect</b>	<input type="radio"/> Showed little regard for the institution	<input type="radio"/>	<input type="radio"/> Showed respect for the institution	<input type="radio"/>	<input type="radio"/> Demonstrated a high regard for institution.	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>						
<b>Behavior</b>	<input type="radio"/> Was not an effective representative of ABET	<input type="radio"/>	<input type="radio"/> Effectively represented ABET	<input type="radio"/>	<input type="radio"/> Represented ABET in an outstanding manner, a role model	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>						
<b>Conduct</b>	<input type="radio"/> Did not follow ABET's Code of Conduct.	<input type="radio"/>	<input type="radio"/> Followed ABET's Code of Conduct	<input type="radio"/>	<input type="radio"/> Was a role model for ABET's code of conduct.	<input type="radio"/> Not able to evaluate
Comments: <input type="text"/>						

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**Leadership Performance Indictors:**  
 - Served as a resource to the team by providing guidance throughout the visit

If PEV or TC met expectations on all of the indicators, select this.  
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 If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
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 If PEV or TC exceeds expectations on any of the above indicators, select this. (Comments are helpful)  
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<b>Leadership</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Did not provide leadership to the team		Served as a resource to the team by providing guidance throughout the visit		The level of guidance given to the team demonstratively improved the outcome of the visit	Not able to evaluate

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Comments:

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