**Self-Assessment Criteria for Directors**

Please write an introductory paragraph that describes the program, its mission and goals, followed by statements in each of the following seven categories which encompass the bulk of the Director’s activities:

1. Curriculum Delivery

*(delivery of required courses, orientations, advisement, mentoring, etc.)*

2. Student Success

 *(tracking student progress, assessment, alumni data regarding employment, coordination with A&S advisors and advisors in other colleges as relevant, etc.)*

3. Campus and Community Engagement

 *(campus activities, university committee memberships, coordination with other units, community outreach, membership on community boards, community fundraising/development activities, etc.)*

4. Staff Management

*(staff maintenance and supervision, staff meetings and retreats, professional development of staff, knowledge of university policies, etc.)*

5. Budget & Development

*(annual budget planning; submission of PTI, summer school, staff, minor capital outlay requests; coordination with UNM foundation; proposals; other funding activities, etc.)*

6. Reporting and Communication

*(website development/maintenance, outcomes assessment reporting, submission of annual reports, attendance at Chairs and Directors Council and at monthly Directors’ Meetings, media outreach, coordination with College communication plans/directives, etc.)*

7. Goals and/or Plans for Next Year

 *(brief description)*