

Evaluation Questionnaire of Academic Administrators

Dear Academic Members,

This study has been devised so that the requirements of the Higher Education Quality Board to be accountable and inform the public regarding the quality internal evaluation processes in universities can be met. The obtained data will be used in the internal evaluation of each department and will be converted into a report after the average of the evaluations by all respondents are taken.

This short survey is based on corporate governance principles (responsibility, equality, transparency and accountability) so that department members can evaluate their academic administrators. In the Evaluation Questionnaire of Academic Administrators, it is important that you only evaluate the academic administrator you are affiliated with regarding the operation of the department in the planning, implementation, control, and action cycles of activities.

We would like to thank you for your contribution to our university's quality assurance system and quality management internal evaluation processes.

Yaşar University Quality Commission

Faculty/School:

Department/Program:

Vice-Dean/Vice-Director/Head of Department:

Faculty Member:

1= Strongly **disagree** 2=**Disagree** 3= Neither agree nor disagree 4= Agree 5= Strongly agree

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
1. In our department, rules and procedures are applied to all department members equally.	1	2	3	4	5
2. My academic administrator abides by the principle of equality in the decisions taken regarding department members.	1	2	3	4	5
3. My academic administrator distributes the workloads/tasks to department members in a balanced and fair manner.	1	2	3	4	5
4. My academic administrator acts transparently in the decisions taken regarding department members.	1	2	3	4	5
5. My academic administrator evaluates department performance and shares the aspects of improvement with department members.	1	2	3	4	5
6. Duties assigned by my academic administrator are clear and understandable.	1	2	3	4	5
7. My academic administrator communicates the decisions taken regarding the department to the members and partners with the reasons underlying the decisions.	1	2	3	4	5
8. My academic administrator attaches significance to inclusiveness and participation in the decision process.	1	2	3	4	5
9. My academic administrator effectively manages the suggestion and complaint processes.	1	2	3	4	5
10. My academic administrator attaches significance to social responsibility, and these activities outputs are shared with all partners.	1	2	3	4	5
11. My academic administrator attaches significance to sharing the department activities with the public on the official web page.	1	2	3	4	5
12. My academic administrator strives to facilitate internal functioning and bureaucratic processes.	1	2	3	4	5
13. My academic administrator gives periodic feedback to the external advisory board about the processes and results related to the decisions made by them.	1	2	3	4	5
14. My academic administrator fulfils his/her responsibilities towards department members.	1	2	3	4	5

15. My academic administrator is open to the ideas and suggestions of department members about work processes.	1	2	3	4	5
16. My academic administrator supports the personal and professional development of department members.	1	2	3	4	5
17. My academic administrator attaches significance and support teamwork.	1	2	3	4	5
18. My academic administrator is sensitive to the problems and needs of department members.	1	2	3	4	5
19. My academic administrator treats department members with respect, courtesy, sincerity, and protects their rights.	1	2	3	4	5
20. My academic administrator fulfils his/her responsibilities towards all partners other than department members.	1	2	3	4	5