



Performance Evaluation Form for Head of the Scientific Department Council

Dear colleagues working at the college:

In order to develop the work in your department, this questionnaire is being applied to all faculty members and their assistants in the department to learn their opinions about the performance of the head of the department with the aim of identifying the positives and enhancing them and identifying the negatives and taking the necessary measures to improve them. It is worth noting that the data in this questionnaire is confidential and will not be used for any other purposes.

faculty :.....

Name of the head of the department council :.....

Scientific Department :..... **Academic degree :**.....

م	Performance	1	2	3	4	5
		Completely disagree	Disagree	agree	Fairly agree	Very agree
1	Commitment to implement the decisions of the department council decisively					
2	He has a decisive leadership personality.					
3	Respects others' opinions and allows for effective discussion.					
4	He has a clear and announced policy in managing and developing the department.					
5	Interested in continuous dialogue with faculty members					
6	He gives the department and the college a lot of his time.					
7	Distributes responsibilities fairly among faculty members.					
8	Uses his legal powers fairly and logically					
9	Ensures that the department's available resources are distributed objectively.					
10	Seeks to solve problems facing department members					
11	The department council is managed in an organized and democratic manner.					
12	Distributes teaching positions fairly among department members.					
13	Department members are allowed to view the decisions of the Department Council.					



14	Characterized by clarity and transparency in transactions					
15	It works on publishing, announcing and promoting the department's undergraduate and postgraduate programmes among beneficiaries in the labour market and among students before determining the specialisation.					
16	Everyone is equal in participating in the committees formed in the department.					
17	Members of the department are informed of all new developments received from the college or university council.					
18	He is concerned with informing the department members of the university's regulations and laws.					
19	He is keen to follow up on the distribution of supervision of scientific theses among the faculty members in the department according to specialization and with fairness.					
20	He periodically follows up on the necessary maintenance procedures for the laboratories/workshops and their equipment and devices for the benefit of the educational process.					
21	Follows up on the procedures for purchasing the necessary scientific equipment and modern scientific books for the library to support educational effectiveness.					

Notes you would like to add :

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