



American Council for Construction Education

FORM A-11

TEAM MEMBER ASSESSMENT OF THE PERFORMANCE OF THE VISITING TEAM CHAIR

The American Council for Construction Education has made a commitment to sound and fair accreditation practices. The most visible aspect of the Council's work and the very basis of the accreditation process is the Evaluation Team Visit to construction programs and the subsequent Team Report. To maintain the quality of evaluation visits, each Team Member is requested to assess the performance of the Team Chair. The information will be used to improve the site evaluation process.

Name of Chair being assessed: _____

Institution visited: _____

Program being considered: _____

Dates of visitation: _____

For each question place a rating which, in your opinion, best describes the Chair's performance.

Unsatisfactory=1, Satisfactory=2, Good=3, Excellent=4, Outstanding=5

(Circle One)

Comments:

1. The schedule of the visitation was appropriate and permitted a comprehensive review of the program being evaluated.	1 2 3 4 5	_____ _____ _____ _____
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2. The Chair discussed the schedule with Team Members at the pre-visit meeting, considered changes, and communicated recommended changes to the department head and the Team.	1 2 3 4 5	_____ _____ _____ _____
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3. The Team Members were given clear assignments, were told of the purpose of the visit, and were given information required for a complete evaluation.	1 2 3 4 5	_____ _____ _____ _____
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| 4. The Chair was on time for all meetings and kept the Team on schedule. | 1 2 3 4 5 | <hr/> <hr/> <hr/> |
| 5. The Chair projected a proper image of the Council and the construction profession, and was polite and courteous to the Team and all persons interviewed. | 1 2 3 4 5 | <hr/> <hr/> <hr/> |
| 6. The Chair stayed in control without infringing on the rights and prerogatives of the institution, people being interviewed, or Team Members. | 1 2 3 4 5 | <hr/> <hr/> <hr/> |
| 7. The Team sessions encouraged full and free discussion and established the major points to be presented in the Team's report. The Chair made suggestions on information to be sought during the visit. | 1 2 3 4 5 | <hr/> <hr/> <hr/> |
| 8. The Chair presentation to the university administration was clear, covered the essential points of the Team report, and described the administrator's opportunity for review and correction of factual errors. | 1 2 3 4 5 | <hr/> <hr/> <hr/> |
| 9. The draft of the written report was received shortly after the visit and reflected the Team's findings. | 1 2 3 4 5 | <hr/> <hr/> <hr/> |
| 10. My assessment of the Chair's performance on this visit is | 1 2 3 4 5 | <hr/> <hr/> |

Comments and suggestion for future evaluation visits:

Would you like to work with this person on a future visiting team? YES NO

Signed _____ Print Last Name _____

When you have received the draft of the Team Report and returned it to the Team Chair with your comments, send this completed form to: President
ACCE
825 W. Bitters Rd., STE 103
San Antonio, TX 78216