



2017 Annual Evaluation Form - Senior Administrators

Review Period 1/1/2017 - 12/31/2017



REVIEWER

Jaimie Hebert (Manager), Ernest Savoie (Indirect Manager)



Mark Zappi

999957|Professor
Position

Overview

Task Instructions

Your annual performance evaluation is an important tool to support your professional development as an employee of the University of Louisiana at Lafayette. This provides an opportunity to be recognized for your contributions and to collaborate with your supervisor in aligning your goals and performance with the mission and values of the University.

Executive Goals 2017

Directions

Please provide a rating for each goal.

Rating Scale

Rating	Description
Not Evaluated	
Not Met	No dimensions of the goal (i.e. on time, on budget, etc.) were achieved.
Needs Improvement	Most dimensions of the goal (i.e. on time, on budget, etc.) were not achieved.
Partially Met	One or more dimensions of the goal (i.e. on time, on budget, etc.) were not achieved.
Met	Goal was fully achieved (i.e. on time, on budget).
Exceeded	Goal was achieved ahead of schedule and/or under budget

Describe your accomplishments for Calendar year 2017 and provide an overall rating.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Comments

Mark Zappi (Self):

2017 Dean of Engineering Goals and Performance Results

NOTE: "SI" = UL Strategic Plan Strategic Imperatives

College Development – Annual Activities

1 – Obtain at least \$500K in donations for the college (Supports SI Nos. 1 - 3)

Performance: \$750K for CIVE hydraulics lab was secured along with \$100K for the CHEE student simulations labs

2 – Successfully hire new faculty and staff using inclusive methods that allows all stakeholder inputs (Supports SI Nos. 1 – 4)

Performance: 8 faculty members hired via departmental search committees including the hiring of a new EECE department head

3 – Visit at least 2 high schools to discuss professional opportunities offered by the college (Supports SI No. 2)

Performance: Over high schools were visited

4 – Increase PhD student levels by 5 students (Supports SI Nos. 1 – 3)

Performance: PhD program grew by 12 students

5 – Increase MS student levels by 10 students (Supports SI Nos. 1 – 3)

Performance: MS program shrunk by 25 students

6 – Grow the college UG student population within 4 of the 6 departments (Supports SI Nos. 1 – 3)

Performance: Only 1 of the 6 saw positive growth

7 – Induct at least 8 new inductees into the College Alumni Hall of Fame (Supports SI No. 2)

Performance: 13 new alumni were inducted

8 – Limit vacant chaired positions to <20% of college total (Supports SI Nos.1 & 3)

Performance: 28% vacancy

9 – Increase external funding within the college by at least \$500K (Supports SI Nos. 1 & 3)

Performance: R&D funds grew by over \$1M

10 – Improve college operations through optimized procedures using transparent methods (Supports SI Nos. 1 – 4)

Performance: No over-spending on allotted budgets with infused investment funds used as directed.

11 – Successfully bring at least \$500K of facility improvements to the college (Supports SI Nos. 1 – 3)

Performance: Over \$1.5M of improvements were achieved

12 – Initiate one new faculty development program (Supports SI Nos.1 & 2)

Performance: No new program was initiated by the college

13 – Initiate a formal agreement with at least one foreign national university (Supports SI Nos. 1 – 3)

Performance: 18 Mexican and 1 Indian agreements were achieved

14 – Ensure the college remains well prepared for accreditation through periodic meetings with key staff using transparent and inclusive methods (Supports SI Nos. 2 & 4)

Performance: Significant activities performed with college's accrediting officer verifying compliance

15 – Initiate and maintain a formal graduate seminar for the PhD program (Supports SI Nos. 2 & 3)

Performance: Not initiated

16 – Succeed in substantial advancement toward reducing the college's S/T ratio (Supports SI Nos. 1 – 3)

Performance: New hires and college population reductions did reduce ratios

17 – Initiate at least two major teaching improvements for the college via inclusive discussions with the departments and faculty (Supports SI Nos. 2 & 4)

Performance: Refined number of students in a class to a target of 80 and use of last 70 hours to evaluate grad school

grades.

18 – Substantially increase student hiring opportunities through the addition of at least 2 new companies interviewing UL ENGR students (Supports SI No. 2)

Performance: Brought in Nalco and Ergon.

19 – Present an annual state of the college to the faculty and staff coupled with Q&A (Supports SI No. 4)

Performance: Accomplished in May 2017

20 – Utilize a Department Head/Dean interactive faculty evaluation dialog method for annual performance evaluations (Supports SI Nos. 1 & 4)

Performance: Done with great success noted

21 – Ensure that college financial resources are managed efficiently and effectively (Supports SI Nos. 1 - 3)

Performance: Remained under budget and no balance left over without having to ask for any additional funds.

22 – Utilize a Tenure & Promotion System that includes significant faculty peer input without the potential for department head and/or dean interference (Supports SI Nos. 1 & 4)

Performance: Accomplished using the college peer review committee that reports directly to the Provost.

Economic Development/Outreach – Annual Activities

1 – Visit at least 2 new companies that have not visited before (Supports SI Nos. 2 & 3)

Performance: Shell and CBI

2 – Assist with the recruiting of at least one new company into Louisiana (Supports SI Nos. 2 & 3)

Performance: Insitu Oilfield Sensors

3 – Serve on at least one regional/state committee (Supports SI No. 3)

Performance: LDOTD I-49 Technical Committee

4 – Formalize one new industry/UL joint project that has significant commercialization potential for the state (Supports SI Nos. 2 & 3)

Performance: Coastal Chemical Project

5 – Visit at least 2 state agency senior leadership offices (Supports SI Nos. 1 - 3)

Performance: DEQ and LED

6 – Participate in at least one external education oriented advisory board/committee (Supports SI Nos. 1 - 3)

Performance: Represents UL System on LBOR Planning Committee

7 – Present UL Engineering capabilities to at least 2 new industries (Supports SI Nos. 1 – 3)

Performance: Ergon and Insitu

8 – Facilitate the initiation of at least 2 new IP ventures for the college (Supports SI Nos. 1 & 3)

Performance: Algae Adhesives and Microsensors

9 – Support Le Centre with growing Acadiana international technology industry growth (Supports SI Nos. 1 – 3)

Performance: Assisted with USDOC Global Energy Team Meeting at OTC



10 – Brief at least two lobbyists and/or staffers on UL Engineering capabilities (Supports SI Nos. 1 – 3)

Performance: Briefed Cornerstone and PSC Commissioners

Jaimie Hebert (Manager):

This is a very thorough operational plan for the college. I recommend that he share this with Dr. Khattab and assist in the development of the subsequent year's plan.

Executive Competencies

Directions

Please provide a rating for each of the core competencies.

Click the down arrow and then Details to view the items associated with each competency.

Click the conversation icon to view a list of behaviors by rating associated with each competency.

Details and Comment Assistant

Rating Scale

Rating	Description
Not Evaluated	
Does Not Demonstrate	Does not demonstrate this competency at the expected level, even with available assistance or direction from others.
Developing	Newly developing in this area; has a general understanding of key principles but limited or no applied experience with this competency. Is capable of using this competency with coaching and support, in simple situations.
Proficient	Has sufficient understanding and experience to operate at a fully professional level with this broad range of moderately complex situations. Can generalize basic principles to effectively function in both predictable and new situations.
Advanced	Has broad and deep understanding and skills, with substantial expertise and experience in this area. Can apply this competency regularly and independently and display this competency in complex, varied situations. Role model for this competency.
Expert	You are known as an expert in this area. You can provide guidance, troubleshoot and answer questions related to this area of expertise and the field where the skill is used.

Builds Relationships and Fosters Collaboration

Cultivates an active network of relationships inside and outside functional area; fosters collaboration and teamwork by inclusive, supportive, cooperative, and sharing power.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Builds Talent

Attracts and retains high caliber people; develops a leadership team with diverse capabilities; accurately assesses the strengths and weaknesses of staff; develops successors.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Communicates Openly and Listens

Presents ideas effectively gauging the needs of the audience; actively listens and incorporates input from others.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Cultivates Diversity, Equity and Inclusion

Intentionally attracts a team with diverse perspectives; Champions the development of equitable and inclusive policies and procedures inside the functional area; Develops and employs equitable practices in the hiring, evaluation, and promotion of talent; Recognizes and promotes the shared responsibility for diversity, equity and inclusion.

Reviewer	Rating
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Jaimie Hebert (Manager)	██████

Demonstrates Emotional Acuity

Considers and responds appropriately to the needs and feelings of others; understands impact of own behavior; has a realistic understanding of own strengths and development needs; is committed to continuous learning.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Demonstrates Financial Acumen

Understands the meaning and implications of key financial indicators; manages overall financial performance; uses financial analysis to evaluate strategic options and opportunities.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Ensures Alignment

Ensures that University strategies and plans are integrated and aligned for success; supports the President and Board of Regents by providing timely, direct, and critical insights on initiatives, political positioning, and public perception.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Ensures Execution

Anticipates change, conveys clear priorities, and aligns efforts across functions; addresses barriers, takes action, and holds self and others accountable for results.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Establishes Trust

Respects all individuals and treats them fairly; honors commitments to others; models high ethical standards and integrity.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Influences and Inspires

Promotes ideas and proposals persuasively to shape stakeholder opinion; creates a climate that fosters personal investment and nurtures commitment to a common vision and shared values; inspires action without relying solely on authority.

Reviewer	Rating
Mark Zappi (Self)	██████
Jaimie Hebert (Manager)	██████

Leads Change

Uses data-driven decision-making to generate insights, alternatives, and opportunities for success; fosters a continuous improvement environment; makes novel use of existing ideas, approaches, technologies, or products.

Reviewer	Rating
Mark Zappi (Self)	████
Jaimie Hebert (Manager)	████

Shapes Strategic Focus

Formulates effective and progressive strategies aligned with University mission and values; determines objectives and priorities and acts as a catalyst for institutional innovation and growth.

Reviewer	Rating
Mark Zappi (Self)	████
Jaimie Hebert (Manager)	████

Goal Planning

Directions

Please enter goals for the coming year.

2018 Dean of Engineering Goals

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- 5 – Visit at least 2 state agency senior leadership offices (Supports SI Nos. 1 - 3)
- 6 – Participate in at least one external education oriented advisory board/committee (Supports SI Nos. 1 - 3)
- 7 – Present UL Engineering capabilities to at least 2 new industries (Supports SI Nos. 1 – 3)
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- 9 – Support Le Centre with growing Acadiana international technology industry growth (Supports SI Nos. 1 – 3)
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Start Date 1/1/2018	Due Date 12/31/2018	Progress <div style="background-color: #cccccc; width: 100%; height: 15px;"></div>	0%
Weight 100%			



Development Planning

Summary

Overall Rating

2017 Annual Evaluation Form - Senior Administrators
Mark Zappi



Signatures

X Mark Zappi
Employee

3/21/2019
Date

X

Second Level Evaluator

Date

X Jaimie Hebert
Evaluating Supervisor

3/20/2019
Date