

Board of Trustees Self-Evaluation (to be completed by all Board members)

Part A – Assessment of the Overall Performance of the Board as a Whole

MISSION AND STRATEGY	Strongly Agree	Agree	Somewhat disagree	Strongly Disagree
1.1 The Board understands and supports the strategic Vision & Mission and how the organization should be evolving over the next five to ten years approaching 2023.				
1.2 The Board, in conjunction with the Administration, establishes effective short-term and long-term goals for the organization.				
1.3 Board members are adequately involved and participate in the strategic decision making process.				
1.4 The Board focuses much of its attention on strategic issues rather than short-term administrative matters.				

What specific suggestions do you have for improvement in the category of **Mission and Strategy**?

EFFECTIVE FISCAL OVERSIGHT	Strongly Agree	Agree	Somewhat disagree	Strongly Disagree
2.1 The Board monitors and understands the state of fiscal soundness of the organization.				
2.2 Board members understand the critical regulatory measures of the organization, how to interpret the organization's financial statements and other drivers/indicators of success.				
2.3 The Board ensures that the Administration has implemented appropriate financial controls.				

What specific suggestions do you have for improvement in the category of **Effective Fiscal Oversight**?

EFFECTIVE QUALITY OVERSIGHT	Strongly Agree	Agree	Somewhat disagree	Strongly Disagree
3.1 The Board has an effective process to monitor organizational performance to ensure the organization's commitment to quality and efficiency.				
3.2 The Board treats quality as being as important as finance.				
3.3 Dashboard indicators of quality assurance are regularly reviewed by the Board.				

What specific suggestions do you have for improvement in the category of **Effective Quality Oversight**?

Board of Trustees Self-Evaluation

BOARD & ADMINISTRATION	Strongly Agree	Agree	Somewhat disagree	Strongly Disagree
4.1 The Board acts as a strategic partner with the President and Executive Team.				
4.2 The Board has done a good job of spelling out what is realistically expected of the office of the President.				
4.3 A climate of mutual respect and trust exists between the Board and the President.				
4.4 The Board assesses the President’s performance in a systematic and fair way on a regular basis, indicating strengths and weaknesses.				
4.5 The Board holds the Administration to high standards of effectiveness.				

What specific suggestions do you have for improvement in the category of **Board & Administration**?

BOARD PROCESS AND EFFECTIVE GOVERNANCE	Strongly Agree	Agree	Somewhat disagree	Strongly Disagree
5.1 The Board holds itself to high standards of effectiveness.				
5.2 The Board effectively enforces its conflict-of-interest policy.				
5.3 The Board has a commitment to diversity in persons asked to serve on the Board.				
5.4 The Board has an appropriate process in place for the appointment and reappointment of Board members in order to ensure the continuation of the organization’s Mission, Vision, History, and Culture.				
5.5 The membership of the Board includes the appropriate competencies based on the organization’s Mission and Vision.				
5.6 Board members treat each other with respect and civility.				
5.7 The Board effectively deals with disruptive and/or ineffective Board members.				
5.8 The Board is firmly committed to being held accountable.				
5.9 Board members have a clear understanding of the separation between the role of the Board as the policy setting body of the organization, and the role of the Administration in executing Board policies and operating the organization.				

What specific suggestions do you have for improvement in the category of **Board Process and Effective Governance**?

What have you enjoyed most about your service on the Board?

Board Member Self-Assessment

Individual board members are asked to take stock of their own performance as members of the board by responding to the following questions. The Trusteeship committee may reflect upon the questions that follow as it evaluates candidacy of someone whose term is expiring or a nominee being considered as a new candidate for the board.

Part B – Board Evaluation (for individual Board member to complete)

How satisfied am I in the following:	Not Satisfied		Satisfied			Excels	Not Sure
1. Understand and support the organization’s mission?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
2. Exhibits “stewardship” of the mission of the organization in all of its leadership, programs and activities?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
3. Has a good working relationship with other board members and with the president?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
4. Exhibits a spirit of cooperation and goodwill towards fellow trustees and the administration?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
5. Is knowledgeable about the organization’s major programs and services?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
6. Follows major trends and important developments in the organization’s area of interest?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
7. Assists in promoting and supporting the organization – e.g., by identifying prospective students or donors, hosting an event, personally asking others to make a contribution?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
8. Takes advantage of opportunities to enhance the organization’s public image by periodically speaking about about the organization?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
9. Understands the current priorities and strategic plan of the organization?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
10. Exhibits maturity and leadership in spiritual matters?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
11. Gives annual gifts to the organization commensurate with his or her personal circumstances?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>

How satisfied am I in the following:	Not Satisfied		Satisfied			Excels	Not Sure
12. Able to read and understand the financial and budget information?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
13. Has been regular in attendance at Board and committee meetings except when significant factors have prevented that?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
14. Focuses attention on long-term and significant strategic issues rather than short-term administrative matters?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
15. Recommends qualified individuals with relevant skills and experience as possible nominees for the board advisory committees or other groups?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
16. Prepares for and participates at board and committee meetings, as well as, other committees of the organization?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
17. Willingly volunteers and uses special skills to further the mission?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
18. Completes all assignments in a responsible and timely manner?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
19. Respects the confidentiality of the board's executive sessions?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
20. Speaks for the board only when authorized to do so?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
21. Seeks to connect the organization or its people with opportunities, organizations or people and broaden the organization's influence?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
22. Suggests agenda items for future board and committee meetings?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
23. Advises and assists the president when help is requested?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
24. Avoids burdening the staff with requests for special favors?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
25. Ensures that any communication with staff below the president does not undermine the relationship between the president and his or her staff?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
26. Avoids, in fact and in perception, conflicts of interest that might embarrass the board or the organization, and discloses to the board in a timely manner any possible conflicts?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>

How satisfied am I in the following:	Not Satisfied		Satisfied			Excels	Not Sure
27. Is heard and considered when he or she gives opinions?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
28. Has a growing interest and enthusiasm in the organization?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
29. Finds serving on the board to be a satisfying and regarding experience?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
30. Brings a valuable/helpful perspective to the organization's work?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
31. Is knowledgeable in board policies and history?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>
32. Is knowledgeable and committed to accreditation from the board perspective?	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	NS <input type="checkbox"/>

Personal statement or added comments:

What would help to increase or improve your service and involvement to the Board?

What are the circumstances that may impact your Board involvement in the future?

Have you had the opportunity to make a donation to the Board this year?

Name

We gratefully acknowledge work done by the National Center for Nonprofit boards (Suite 900, 1828 L Street, NW, Washington, DC, 20036-5104) in developing board assessment materials. Several surveyors who have utilized this work have provided helpful examples.