

FACULTY EVALUATION SUMMARY

Instructor _____

Date _____

Department _____

Courses Taught _____

INSTRUCTOR STATUS: ___ Full Time, Probationary Status: ___ First Year ___ Second Year ___ Third Year
 ___ Full Time, Regular Status
 ___ Part Time: ___ First Term ___ 30 ILC Step Advancement

For academic year ending: _____

I. SUMMARY OF REQUIRED STUDENT RATINGS.

| <i>(List courses rated→)</i> | | | | | | |
|---|--|--|--|--|--|--|
| 1. Instructor Role: Course requirements and learning objectives clearly explained | | | | | | |
| 2. Instructor Role: Assignments were consistent with course objectives | | | | | | |
| 3. Instructor Role: Assignments contributed to understanding | | | | | | |
| 4. Instructor Role: Provided useful feedback | | | | | | |
| 5. Instructor Role: Used effective methods to illustrate or clarify key concepts | | | | | | |
| 6. Instructor Role: Discussions were helpful to learning | | | | | | |
| 7. Instructor Role: Available to assist student | | | | | | |
| 8. Instructor Role: Grading method was clear | | | | | | |
| 9. Instructor Role: Grading method was fair | | | | | | |
| 10. Instructor Role: Created supportive learning environments | | | | | | |
| 11. Instructor Role: Improved critical-thinking skills | | | | | | |
| 12. Instructor Role: Textbook was helpful | | | | | | |
| 13. Instructor Role: Worthwhile course | | | | | | |
| 14. Instructor Role: Would recommend this course | | | | | | |

OVERALL ASSESSMENT: ___ Excellent ___ Very Good ___ Satisfactory ___ Improvement needed ___ Unsatisfactory

COMMENTS:

II. CLASSROOM VISITATIONS

Completed: Date _____ by _____

Date _____ by _____

COMMENTS:

DEPARTMENT CHAIR COMMENTS:

III. PROFESSIONAL DEVELOPMENT AND INSTRUCTIONAL IMPROVEMENT (N/A first year):

- 1. Professional development goals met ___Yes ___Partial ___No ___N/A
- 2. Curriculum/instructional improvement goals met ___Yes ___Partial ___No ___N/A

IV. PREPARATION AND MANAGEMENT: The following checklist is to be based on review of the related documents.

| | Excellent | Very Good | Satisfactory | Needs Improvement | Unsatisfactory |
|-----------------------------------|-----------|-----------|--------------|-------------------|----------------|
| 1. Course syllabi | | | | | |
| 2. Covers course outline/syllabus | | | | | |
| 3. Records maintenance | | | | | |
| 4. Assignments, tests | | | | | |
| 5. Grading/evaluation practices | | | | | |

OVERALL ASSESSMENT: ___Excellent ___Very Good ___Satisfactory ___Improvement needed ___Unsatisfactory

COMMENTS:

V. SERVICE TO THE COLLEGE: Comments, recommendations

OVERALL ASSESSMENT: ___Excellent ___Very Good ___Satisfactory ___Improvement needed ___Unsatisfactory

COMMENTS:

VI. ASSESSMENT OF OVERALL FACULTY PERFORMANCE:

Excellent Very Good Satisfactory Improvement needed Unsatisfactory

VII. CONTRACT/STATUS RECOMMENDATIONS (*check one*)

- Award contract for the following academic year
- Award Continuing Contract/Step Advancement (if eligible)
- Continue part-time contract/Step Advancement (if eligible)
- Instructional Improvement Plan
- Do not award contract for the following academic year

Instructor

Date

Supervisor

Date

(A copy of this summary is to be filed in the Office of Instruction for inclusion in the official personnel file. If the instructor disagrees with the assessment, the instructor's response and the Dean or Director's supporting documentation should be attached.)