

2019–2022 FACULTY CONTRACT

H.1.a: PEER

Adjunct	Prob.	Regular	Dept. Chair
	x		

■ Peer Evaluation – Probationary Faculty ■

■ Mt. San Antonio College ■

To:

From:

Chair, Probationary Faculty Evaluation Team

Date:

Subject: Evaluation of Probationary Faculty Member

As we begin the process of evaluating _____ this year, I would like to ask for your help in assessing their contribution to our department and to the Mt. SAC community. Responses in any or all of the following categories are optional and confidential.

Please return this form either to me or to the Division Office by _____. Thanks for your help!

Rating:

- 1 Performance exceeds the standard** (Used to commend the recipient for performance above the expected)
- 2 Performance meets the standard** (Used to acknowledge satisfactory performance of duties and responsibilities)
- 3 Improvement recommended** (Used to warn the recipient that performance is below what is expected)
- 4 Performance does not meet the standard** (Used for unacceptable performance)
- 5 Not applicable/insufficient data**

Any rating other than 'Performance meets the standard' (#2) must be accompanied by an explanatory remark by the evaluator.

Remarks or specific suggestions for change optional in "comments" space provided.

Rating: 1 2 3 4 5

- A.** Strives to increase expertise in both teaching matter and teaching techniques (and/or counseling techniques, as applicable).
- B.** Deals fairly and ethically with a diverse population of students.
- C.** Cultivates a supportive environment for students.
- D.** Deals fairly and ethically with a diverse population of colleagues.
- E.** Works collaboratively with colleagues in the creation of department goals, planning agenda, assessment activities, and curriculum development.
- F.** Demonstrates prompt/regular attendance at class meetings, adheres to scheduled dismissal

times and keeps scheduled office hours.

G. Reasonably accessible to department through responses to colleagues

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H. Demonstrates prompt/regular attendance at department meetings, department committee meetings, and college-wide meetings.

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I. Involved reasonably in the total program of the college.

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J. **Overall summary of faculty peer evaluation.**

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K. Comments:

L. Signature

Observer: _____

Date: _____

Distribution:

Faculty Member – Summary

Division Office

Human Resources – Summary

8/04; 7/05; 7/06, 7/08, 7/16