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| --- | --- | --- | --- | --- | --- |
| 386B2 0 1 9 - 2 0 2 2 F A C U L T Y C O N T R A C T | | | | | |
| 387BH.8: ADJUNCTSUMMARY | | | |  |
| 389BAdjunct | 390BProb. | 391BRegular | 392BDept. Chair | 393B◼ Adjunct Faculty Summary ◼ |
| 394Bx |  |  |  | 395B◼ Mt. San Antonio College ◼ |

Professor:       Date:

Department:

|  |  |  |  |
| --- | --- | --- | --- |
| **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) given in any evaluation category must be accompanied by an explanatory remark by the evaluator. | | | |

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|  | **Instructions:** |
|  | In cases where the rating falls below “Performance meets the standard” (#2), evaluative comments shall identify Teaching Faculty Performance Expectancies applicable to adjunct faculty, as outlined in Article 18.K.2, in addition to relevant teaching performance issues documented in student evaluations, classroom visitations, and/or in student complaints. In addition, specific suggestions for improvement shall be provided. |

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| **A.** | **Teaching Competence: Rating:** | **1** | **2** | **3** | **4** | **5** |
|  | * This professor complies with course outline. |  |  |  |  |  |
|  | * This professor develops and utilizes effective pedagogical techniques. |  |  |  |  |  |
|  | * This professor prepares thoroughly for all class assignments. |  |  |  |  |  |
|  | * This professor demonstrates competence in assigned subject matter. |  |  |  |  |  |

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| **B.** | **Professional Interactions: Rating:** | **1** | **2** | **3** | **4** | **5** |
|  | * This professor cultivates a supportive environment for students. |  |  |  |  |  |
|  | * This professor adheres to ethical principles in interactions with a diverse population of students. |  |  |  |  |  |
|  |  |  |  |  |
|  | * This professor adheres to ethical principles in interactions with a diverse population of staff and colleagues. |  |  |  |  |  |
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| **C.** | **Promptness with Deadlines: Rating:** | **1** | **2** | **3** | **4** | **5** |
|  | * This professor returns student exams and papers in a timely fashion. |  |  |  |  |  |
|  | * This professor prepares all records and reports accurately and completely and submits by the established deadlines. |  |  |  |  |  |
|  |  |  |  |  |
|  | * This professor adheres to faculty evaluation procedures and timelines. |  |  |  |  |  |

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| **D.** | **Availability and Meeting Obligations: Rating:** | **1** | **2** | **3** | **4** | **5** |
|  | * This professor demonstrates prompt/regular attendance at all class meetings and adheres to scheduled dismissal times. |  |  |  |  |  |
|  |  |  |  |  |
|  | * This professor is reasonably accessible to students as described in the syllabus. |  |  |  |  |  |
|  | * This professor is reasonable accessible and responsive to department and division. |  |  |  |  |  |

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| **E.** | **Overall Rating Rating:** | **1** | **2** | **3** | **4** | **5** |
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| **F.** | **Comments:** | | | | |
|  |  | | | | |
| **G.** | **Signatures:** | | | | |
|  | Department Chair: |  | | Date: |  |
|  |  | | | | |
|  | Division Administrator: |  | | Date: |  |
|  |  |  | |  |  |
|  | Professor: |  | | Date: |  |
|  |  | | | | |
| **H.** | **Comments by Professor** (optional): | | | | |
|  | **Distribution:** | |  |  |  |
|  | Faculty Member  Division Office  Human Resources | | |  |  |
|  |  |  |
|  | 8/04; 4/05; 7/05; 7/06, 8/13; 7/14, 7/16 |  | |  |  |