|  |
| --- |
| 224B2 0 1 4 – 2 0 1 7 F A C U L T Y C O N T R A C T |
| 225BH.1.a: PEER |  |
| 226BAdjunct | 227BProb. | 228BRegular | 229BDept. Chair | 230B◼ Peer Evaluation – Probationary Faculty ◼ |
|  | 231Bx |  |  | 232B◼ Mt. San Antonio College ◼ |

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| **To:** |       |
| **From:** |       | Chair, Probationary Faculty Evaluation Team |
| **Date:** | September 18, 2014 |
| **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 his/her 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!

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| --- |
|  **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.** | Cooperates with department and colleagues in planning, and implementing curricular and other education projects. | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  |  |  |  |  |
| **B.** | Strives to increase expertise in both teaching matter and teaching techniques (and/or counseling techniques, as applicable). | **[ ]**  | **[ ]**  | **[ ]** **[ ]**  | **[ ]**  | **[ ]**  |
|  |
| **C.** | Deals fairly and ethically with students.  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  |  |  |  |  |
| **D.** | Deals fairly and ethically with colleagues.  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  |  |  |  |  |
| **E.** | Keeps scheduled office hours, scheduled class times, and/or appointment times. | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  |  |  |  |  |  |  |
| **F.** | Participates in campus wide activities. | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  |  |  |  |  |  |  |
| **G.** | Attends and participates in department meetings and department committees.  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  |  |  |  |  |  |  |
| **H.** | Supports student activities. | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
| **I.** | **Overall summary of faculty peer evaluation.** | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

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|  |  |
| **J.** | Comments:       |
|  |  |
| **K.**  | Signature |
|  | Observer: |  | Date: |  |
|  |  |
|  | Distribution:Faculty Member – SummaryDivision OfficeHuman Resources – Summary8/04; 7/05; 7/06, 7/08 |