

DINE COLLEGE
FACULTY PERFORMANCE EVALUATION REPORT



Faculty Name:

Division:

Evaluation Semester:

Faculty being evaluated: _____ Date: _____

Faculty being evaluated is/on: A. Continuing Faculty B. Probation
 Academic Semester: Fall Semester Spring Semester Academic Year: _____

3=More than Satisfactory 2= Satisfactory 1=Less Than Satisfactory 0=Not Discernible

SECTION ONE

The Faculty member will be accountable for an effective instructional delivery, command of the subject matter, and conducting classes that promotes maximum student learning. The Instructor:

		3	2	1	0
A.	Has command of knowledge and skills required for the course level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B.	Communicates the knowledge and skills clearly and understandably to students commensurate with the course level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C.	Presents instructional materials consistent with the stated objectives of the course syllabus for the course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D.	Provides students with a well defined course syllabus which include class objectives, grading criteria, assignment schedules, and the DEP educational paradigm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E.	Encourages students to ask questions and express opinions about topics covered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F.	Evaluates students' performance in accordance with the grading policy provided by the course syllabus and division grading policy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G.	Encourages effective use of the library resources, audio visual materials, laboratory equipment, and shop equipment appropriately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H.	Adheres to the course objectives developed for the course level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: Low and High Ratings require rationale:

SECTION TWO:

The Faculty member will be accountable for maintaining and developing instructional materials and methods that effectively enhance maximum student learning, The Instructor:

		3	2	1	0
A.	Maintains, develops, and continuously updates instructional materials for effective student learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B.	Continually strives for effective instructional techniques to achieve the objectives of the course level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C.	Maintains high academic standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D.	Continually maintains updated resources instructional materials including textbook selection, reference/bibliography list, and other pertinent instructional materials crucial to the course level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E.	Develops instructional materials relevant to the DEP educational paradigm for instructional purposes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: Low and High Ratings require rationale:

SECTION THREE:

The Faculty member will be accountable for his/her work schedule as assigned. The Instructor:

		3	2	1	0
A.	Is punctual, adheres to deadlines, observes office hours, regularly attends division meeting, attends assigned meetings, and is accountable for his/her assigned workload schedule.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B.	Keeps appropriate records such as student attendance, student assessment, grading information, inventory, and budget expenditures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C.	Ensures the security of classroom equipment, laboratories, and supplies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D.	Assists in the division preparation of class schedules, catalog modifications, reports, proposals, institutional data requests and other projects assigned by the Dean.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E.	Maintains records of advisees and performs academic advising.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F.	Takes part and contributes to standing academic committees and/or student organizations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G.	Represents the college in articulation with other colleges (including the AZ articulation task force meetings for Tsail Faculty).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: Low and High Ratings require rationale:

SECTION FOUR:

The Faculty member will be accountable for maintaining high professional standards in all relationships with colleagues and associates. The Instructor:

		3	2	1	0
A.	Works effectively with immediate supervisor, faculty, students, staff, and administrators.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B.	Adheres to the chain of command in establishing relationships.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C.	Demonstrates enthusiasm and establishes good rapport with students, faculty and staff.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: Low and High Ratings require rationale:

SECTION FIVE:

The Faculty member will be accountable for one satisfactory classroom performance evaluation. The Instructor will be observed by the supervisor or his/her PEER.

		3	2	1	0
A.	Classroom Observation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: Low and High Ratings require rationale:

RECOMMENDATION

PART ONE:

A. Summary report of Division Chairperson/Director on Faculty member's overall performance:

B. Specific comments/recommendations for improvement:

C. Timeline for improvement:

Signature of Division Chairperson/Director

Date

PART TWO:

Comments by the Faculty Member:

Signature of Faculty Member

Date

PERSONNEL ACTION

1. Recommendation:

a. Contract Renewal

b. Contract Non-Renewal

COMMENTS:

Signature of Division Chairperson/Director

Date

2. Concurrence:

a. Contract Renewal

b. Contract Non-Renewal

COMMENTS:

Signature of Dean of Academic Administration

Date

3. Received and Reviewed:

a. Contract Renewal

b. Contract Non-Renewal

COMMENTS:

Signature of Director of Human Resources

Date