Instructional Evaluation Form

Instructor Evaluated (print): **Date:**

1. Demonstrates a thorough and accurate knowledge of the field or discipline.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
2. Provides and reinforces linkages between instruction and practical applications.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
3. Actively seeks opportunities to participate in, such as professional organizations and events, which allow instructors to network and interact with others in their teaching field at the state, regional, or national level.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
4. Guided by the outcomes, teaches to the competencies as outlined in the course syllabus.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			

5. Presents ideas clearly and creates a climate conducive to learning and critical thinking;	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
6. Presents well prepared well-organized and relevant material.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
7. Participates in assessment activities for the purpose of effecting improvement to student learning, instructional delivery, and curricular development.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
8. Develops evaluation methods which measure student progress towards course outcomes and competencies.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			

9. Evaluates student work and provides feedback in a timely manner.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
10. Complies with established college policies and procedures.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
11. Teaches courses in accordance with catalog descriptions and the schedule of classes except as modified by agreement with the appropriate supervisor or college administrator.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
12. Ensures accessibility to students and colleagues by posting and adhering to appropriate on-campus or on-line office hours.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			

13. Maintains accurate scholastic records of students while assuring confidentiality of student information.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
14. Prepares, updates, submits and distributes syllabi for all assigned sections in accordance with college policy.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
15. Performs other reasonable duties as may be prescribed by the appropriate supervisor or college administrator.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
16. Participates within the department and across curricular areas in the development of new courses and/or programs within the mission of the college.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			

17. Participates in recruitment and retention of students, faculty, and staff.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
18. Serves on College, divisional, and program committees as assigned.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
19. Attends meetings and events as required by College administration.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			
20. Responds in a timely fashion to information requests from College, division, and program administrators.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			

21. Collaborates and supports associate and full-time colleagues in development and execution of responsibilities.	1. Needs Improvement	2. Meets Expectations	3. Exceeds Expectations
Faculty comment:			
Supervisor Comment:			

Supervisor's Signature _____ Date _____

Dean's Signature_____Date_____

Faculty's Signature _____ Date _____

[Faculty signature indicates this evaluation was discussed with him/her, and is not intended to infer agreement.]