OVERALL PERFORMANCE FORM FOR ADJUNCT FACULTY

Adjunct Faculty Member

Department/ Division

Semester(s) Covered in this Evaluation

The Dean/designee should indicate for each category whether the performance of the adjunct faculty member was Satisfactory or Unsatisfactory. You may comment as appropriate on each category. Please attach a copy of the Summary Student Evaluation(s) and a copy of the Classroom Observation Evaluation.

Student Evaluations:
   Comments:

Instructional Observation:
   Comments: Please see attached Instructional Observation Form.

Other Responsibilities:
   Comments:

Overall Performance:

Please note that overall performance includes (a) teaching assigned courses in accordance with approved course descriptions and class schedules; (b) maintaining accurate student records; (c) following applicable college administrative procedures; and (d) being available at reasonable times to confer with students outside of class.

   Comments:

Signature of Adjunct Faculty Member ___________________________ Date

Signature of Evaluator ___________________________ Date

Signature of Division Director ___________________________ Date

Signature of Dean ___________________________ Date
INSTRUCTIONAL OBSERVATION FORM
FOR LABORATORY AND STUDIO SETTINGS

Faculty Member__________________________________________________________
Evaluator______________________________________________________________
Date_________________________________
Class____________________________________

1. Was the laboratory or studio lesson organized and clearly presented?

2. Describe the level of student interest and participation.

3. Describe the quality of interpersonal relations between the instructor and students.

4. What was particularly effective about the instruction? And, what could be done to improve the laboratory or studio offering?