

# Optional Template for Instructional Faculty Evaluations

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Evaluatee's Name and Department: \_\_\_\_\_

Name of Class and the Day's Topic(s): \_\_\_\_\_

Date and Time of Observation: \_\_\_\_\_

Number of Students Present Out of Total Enrolled: \_\_\_\_\_

Evaluator's Name and Department: \_\_\_\_\_

**Brief Description of the evaluated activity:**

**Analysis of Pedagogical Techniques and Perceived Student Engagement:**

**Analysis of Student Survey Results:**

- Number completed out of total students enrolled in the class: \_\_\_\_\_
- Analysis of the numerical data and the comments report:

**Analysis of Course Materials:**

*AP 7151 Language:*

*Review Course Materials: The evaluatee shall provide all course syllabi as well as assignments used to determine achievement of the course student learning outcomes plus any other relevant course/job performance materials such as exams, student records, sample graded assignments, counseling notes, and/or web-based course materials for review by committee members.*

**Commendations:**

**Recommendations:**

**Overall Performance:**

*AP 7151 Language for professional criteria on which to evaluate faculty as Satisfactory, Needs Improvement, or Substandard:*

*1- Demonstration of expertise in academic discipline and/or area of assignment; 2-Effectiveness in teaching and/or performance of job responsibilities; 3- Availability to students and colleagues; 4-Fulfillment of responsibilities to the District's goals and policies; 5 - Professional growth (applied to full-time faculty only).*