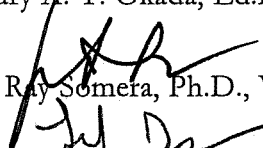
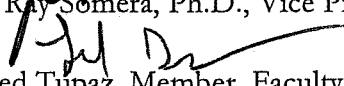


MEMORANDUM

TO: Deborah Belanger
Chairperson, GCC Board of Trustees

VIA: Mary A. Y. Okada, Ed.D., President

FROM: R. Ray Somera, Ph.D., Vice President for Academic Affairs

Fred Tupaz, Member, Faculty Evaluation and Job Specifications
Committee & President, GCC Faculty Union


DATE: August 21, 2013

This memorandum is informational only, and requires no action.

As reported at the January Board of Trustees meeting, GCC's Faculty Evaluation and Job Specifications Committee has completed its annual work, revising the rubrics and summary forms which are used in the annual faculty evaluation process. The Committee has also developed a "Faculty Accountability Report for Committee Work" form. These forms are effective AY 2013-2014.

These documents will become attachments to the BOT-Faculty Union Agreement, 2010-2016. Also, the Committee will be conducting informational sessions on Friday, August 23, 2013, to train faculty on how to use the attached forms. Should you have any questions, please let us know.

Attachments:

Faculty Evaluation Rubrics
Faculty Accountability Report for Committee Work
Faculty Evaluation Forms

cc: Members, Faculty Evaluation and Job Specifications Committee