

INSTRUCTIONAL FACULTY ASSISTANT INSTRUCTOR EVALUATION FORM

Faculty Member Name

Department

Rank

Division

Evaluator

Date Evaluation Completed

Faculty will be rated in each section and each sub-section on a scale of 1 – 5.

- 1 – Improvement Needed
- 2 – Satisfactory
- 3 – Strong
- 4 – Stellar
- 5 – Superb

The Faculty Overall Evaluation score will be determined by applying the score for each section to its respective percentage chosen by the Faculty, totaled and entered.

A total score of: 0.00 – 1.99 – Improvement Needed

2.00 – 2.99 - Satisfactory

3.00 – 3.99 - Strong

4.00 – 4.49 - Stellar

4.50 – - Superb

1. Teaching and Instruction: 60% - 65%

Desired Percentage ____ X Evaluator's Rating Total ____ = ____

A. Content Expertise (30%) X Evaluator's Rating ____ = ____

B. Instructional Delivery (40%) X Evaluator's Rating ____ = ____

Postsecondary faculty must choose only one option from options a, b or c.

Secondary faculty must choose option d.

Option (a)	
Delivery	80%
IDEA	20%

Option (c)	
Delivery	50%
IDEA	50%

Option (b)	
Delivery	65%
IDEA	35%

Option (d)	
Delivery	100%
IDEA	0%

C. Course Management (10%) X Evaluator's Rating ____ = ____

D. Institutional Assessment (20%) X Evaluator's Rating ____ = ____

2. Enrollment Management: 5% - 10%

Desired Percentage ____ X Evaluator's Rating ____ = ____

3. Professional Development: 15%

Desired Percentage ____ X Evaluator's Rating ____ = ____

4. Scholarly Activity: 0%

Assistant Instructors may not participate in this section.

5. Institutional Involvement: 5%

Desired Percentage ____ X Evaluator's Rating ____ = ____

6. Community Service: 0%

Assistant Instructors may not participate in this section.

7. Professional Standards: 10%

Faculty percentage of overall evaluation is 10% in this area and may not be altered.

Required Percentage 10% X Evaluator's Rating Total ____ = ____

A. Compliance with work rules and regulations (40%) X Evaluator's Rating ____ = ____

B. Adaptability (10%) X Evaluator's Rating ____ = ____

C. Communicative Skills (20%) X Evaluator's Rating ____ = ____

D. Interpersonal Relations (30%) X Evaluator's Rating ____ = ____

Faculty Evaluation Tabulation of Scores.

Section 1 ____

Section 2 ____

Section 3 ____

Section 4 N/A

Section 5 ____

Section 6 N/A

Section 7 ____

Total Evaluation Score: ____ Faculty Rating: ____

Evaluator Comments (optional):

Faculty Member Comments (optional):

Faculty Member Signature Date

Evaluator Signature Date

Dean's Signature Date

INSTRUCTIONAL FACULTY INSTRUCTOR EVALUATION FORM

Faculty Member Name

Department

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Date Evaluation Completed

Faculty will be rated in each section and each sub-section on a scale of 1 – 5.

- 1 – Improvement Needed
- 2 – Satisfactory
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- 4 – Stellar
- 5 – Superb

The Faculty Overall Evaluation score will be determined by applying the score for each section to its respective percentage chosen by the Faculty, totaled and entered.

A total score of: 0.00 – 1.99 – Improvement Needed

2.00 – 2.99 - Satisfactory

3.00 – 3.99 - Strong

4.00 – 4.49 - Stellar

4.50 - Superb

1. Teaching and Instruction: 55% - 65%

Desired Percentage ____ X Evaluator's Rating Total ____ = ____

A. Content Expertise (30%) X Evaluator's Rating ____ = ____

B. Instructional Delivery (40%) X Evaluator's Rating ____ = ____

Postsecondary faculty must choose only one option from options a, b or c.

Secondary faculty must choose option d.

Option (a)	
Delivery	80%
IDEA	20%

Option (c)	
Delivery	50%
IDEA	50%

Option (b)	
Delivery	65%
IDEA	35%

Option (d)	
Delivery	100%
IDEA	0%

C. Course Management (10%) X Evaluator's Rating ____ = ____

D. Institutional Assessment (20%) X Evaluator's Rating ____ = ____

2. Enrollment Management: 10% - 15%

Desired Percentage ____ X Evaluator's Rating ____ = ____

3. Professional Development: 10 – 15%

Desired Percentage ____ X Evaluator's Rating ____ = ____

4. Scholarly Activity: 0% - 5%
- Faculty may choose to not participate in this section. If so they may allocate the 5% to another section.
 - The faculty will have to choose between #4 scholarly activity and #6 Community Service, but not both.

Desired Percentage ____ X Evaluator's Rating ____ = ____

5. Institutional Involvement: 5%

Faculty that choose committee work as part of their workload shall not have less than 10% for this section and reduce Section 1 by 5%.

Desired Percentage ____ X Evaluator's Rating ____ = ____

6. Community service: 0% - 5%

- Faculty may choose to not participate in this section. If so, they may allocate the 5% to another section.
- The faculty will have to choose between #4 Scholarly Activity and #6 Community Service, but not both.

Desired Percentage ____ X Evaluator's Rating ____ = ____

7. Professional Standards: 10%

Faculty percentage of overall evaluation is 10% in this area and may not be altered.

Required Percentage 10% X Evaluator's Rating Total ____ = ____

A. Compliance with work rules and regulations (40%) X Evaluator's Rating ____ = ____

B. Adaptability (10%) X Evaluator's Rating ____ = ____

C. Communicative Skills (20%) X Evaluator's Rating ____ = ____

D. Interpersonal Relations (30%) X Evaluator's Rating ____ = ____

Faculty Evaluation Tabulation of Scores.

Section 1 ____

Section 2 ____

Section 3 ____

Section 4 ____

Section 5 ____

Section 6 ____

Section 7 ____

Total Evaluation Score: ____ Faculty Rating: ____

Evaluator Comments (optional):

Faculty Member Comments (optional):

Faculty Member Signature _____ Date _____

Evaluator Signature _____ Date _____

Dean's Signature _____ Date _____

APPENDIX A-4b
INSTRUCTIONAL
INSTRUCTOR

Page 2 of 2

Initials  
RDS RGH

January 31, 2013

Initials  
RDS FQT

August 16, 2013

Typos & formatting corrections

INSTRUCTIONAL FACULTY PROFESSORIAL EVALUATION FORM

Faculty Member Name

Department

Rank

Division

Evaluator

Date Evaluation Completed

Faculty will be rated in each section and each sub-section on a scale of 1 – 5.

- 1 – Improvement Needed
- 2 – Satisfactory
- 3 – Strong
- 4 – Stellar
- 5 – Superb

The Faculty Overall Evaluation score will be determined by applying the score for each section to its respective percentage chosen by the Faculty, totaled and entered.

A total score of: 0.00 – 1.99 – Improvement Needed

- 2.00 – 2.99 - Satisfactory
- 3.00 – 3.99 - Strong
- 4.00 – 4.49 - Stellar
- 4.50 - Superb

1. Teaching and Instruction: Assistant Professor 45% - 65%
Teaching and Instruction: Associate Professor 45% - 60%
Teaching and Instruction: Professor 45% - 55%

Desired Percentage ____ X Evaluator's Rating Total ____ = ____

A. Content Expertise (30%) X Evaluator's Rating ____ = ____

B. Instructional Delivery (40%) X Evaluator's Rating ____ = ____

Postsecondary faculty must choose only one option from options a, b or c.

Secondary faculty must choose option d.

Option (a)	
Delivery	80%
IDEA	20%

Option (c)	
Delivery	50%
IDEA	50%

Option (b)	
Delivery	65%
IDEA	35%

Option (d)	
Delivery	100%
IDEA	0%

C. Course Management (10%) X Evaluator's Rating ____ = ____

D. Institutional Assessment (20%) X Evaluator's Rating ____ = ____

2. Enrollment Management: 10% - 15%

Desired Percentage ____ X Evaluator's Rating ____ = ____

3. Professional Development: 5% – 15%
Desired Percentage ____ X Evaluator's Rating ____ = ____
4. Scholarly Activity: 0% - 10%
Faculty may choose to not participate in this section. If so, they may allocate no more than 5% to no less than two other sections except Section #1.
5. Institutional Involvement: 10% - 15%
Faculty that choose committee work as part of their workload shall not have less than 10% for this section and reduce Section 1 by 5%.
Desired Percentage ____ X Evaluator's Rating ____ = ____
6. Community service: 0% - 10%
Faculty may choose to not participate in this section. If so, they may allocate no more than 5% to no less than two other sections except Section #1.
Desired Percentage ____ X Evaluator's Rating ____ = ____
7. Professional Standards: 10%
Faculty percentage of overall evaluation is 10% in this area and may not be altered.
Required Percentage 10% X Evaluator's Rating Total ____ = ____
 - A. Compliance with work rules and regulations (40%) X Evaluator's Rating ____ = ____
 - B. Adaptability (10%) X Evaluator's Rating ____ = ____
 - C. Communicative Skills (20%) X Evaluator's Rating ____ = ____
 - D. Interpersonal Relations (30%) X Evaluator's Rating ____ = ____

Faculty Evaluation Tabulation of Scores.

Section 1 ____
 Section 2 ____
 Section 3 ____
 Section 4 ____
 Section 5 ____
 Section 6 ____
 Section 7 ____

Total Evaluation Score: _____ Faculty Rating: _____

Evaluator Comments (optional):

Faculty Member Comments (optional):

Faculty Member Signature _____ Date _____

Evaluator Signature _____ Date _____

Dean's Signature _____ Date _____