

# INSTRUCTIONAL FACULTY 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: 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%

- a. Faculty may choose to not participate in this section. If so they may allocate the 5% to another section.
- b. 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%

- a. Faculty may choose to not participate in this section. If so, they may allocate the 5% to another section.
- b. 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 \_\_\_\_\_