

# INSTRUCTIONAL FACULTY EVALUATION PLAN

Faculty Member Name	Department
Rank	Division
Evaluator	Date Evaluation

Faculty will be rated in each Goal and each element on a scale of 1 – 5.

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

The Faculty Overall Evaluation score will be determined by applying the score for each ISMP Goal to its respective percentage, 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 – 5.0 Exceptional

**1. Retention and Completion: 80%**

Percentage \_\_\_\_\_ X Evaluator's Rating Total \_\_\_\_\_ = \_\_\_\_\_

A. Content Expertise (5%) X Evaluator's Rating \_\_\_\_\_ = \_\_\_\_\_  
 For Non-CTE Faculty (0% - 5%) If 0% is chosen, the 5% may only be applied under Element F and/or Element G.

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

**Choose only one option: a, b, or c. (Secondary faculty will choose option d)**  
**Option (d) serves as the default option for a Satisfactory or Needs Improvement rating in this area of ISMP Goal I.**

Option (a)		Option (c)	
Delivery	80%	Delivery	50%
IDEA	20%	IDEA	50%

  

Option (b)		Option (d)	
Delivery	65%	Delivery	100%
IDEA	35%	IDEA	0%

C. Course Management (20%) X Evaluator's Rating \_\_\_\_\_ = \_\_\_\_\_

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

E. Enrollment Management (5%) X Evaluator's Rating \_\_\_\_\_ = \_\_\_\_\_

F. Professional Development / Scholarly Activity (5% - 10%) X Evaluator's Rating \_\_\_\_\_ = \_\_\_\_\_

G. Institutional Involvement (0% - 5%) X Evaluator's Rating \_\_\_\_\_ = \_\_\_\_\_

2. Conducive Learning Environment: 5% - 10%
  - A. Professional Standards  
Percentage \_\_\_\_ X Evaluator's Rating \_\_\_\_ = \_\_\_\_
3. Improvement and Accountability: 5% - 10%
  - A. Institutional Involvement  
Percentage \_\_\_\_ X Evaluator's Rating \_\_\_\_ = \_\_\_\_
4. Visibility and Engagement: 5% - 10%
  - A. Collaboration and Outreach  
Percentage \_\_\_\_ X Evaluator's Rating \_\_\_\_ = \_\_\_\_

Faculty Evaluation Tabulation of Scores:

ISMP Goal 1 \_\_\_\_

ISMP Goal 2 \_\_\_\_

ISMP Goal 3 \_\_\_\_

ISMP Goal 4 \_\_\_\_

Total Evaluation Percentage: \_\_\_\_

\_\_\_\_\_  
Faculty Member Signature                      Date

\_\_\_\_\_  
Evaluator Signature                              Date

\_\_\_\_\_  
Dean's Signature                                  Date

This faculty evaluation plan shall be submitted to the evaluator no later than the last duty day of September for each academic year. However, if any changes in any of the agreed upon percentages are desired, it is recommended that the faculty member communicate with the evaluator at the earliest reasonable opportunity and no later than the last duty day in February.