**San Jose∙Evergreen Community College District**

**CONTENTS PAGE FOR FULL-TIME TEMPORARY AND TENURE-TRACK CONTRACT FACULTY WORKING UNDER AN INITIAL SPRING SEMESTER CONTRACT EVALUATION**

Faculty Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Of Hire: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Evaluation is for the period of: \_\_\_\_\_\_\_\_\_\_\_\_\_

####  Evaluation Committee Names

 Immediate Administrator/Designee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Peer Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mentor (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Documents to include in this evaluation packet:**

1. Evaluation by Administrator
2. Observation of Performance

* Observation Form for Classroom Faculty
* Observation form for Online Faculty
* Observation Form for Counseling Faculty
* Observation Form for Coordinator of Disabled Students Program Services
* Observation Form for Health Services Faculty
* Observation Form for Library Faculty
* Observation Form for Academic Skills Faculty
* Observation Form for Case Manager Faculty
* Observation Form for Distance Education Faculty Coordinator
1. Summary of Student Survey Form (every semester)

Provide a numerical summary of the objective items on the Student Survey Form as well as a typed copy of student comments.

1. Self-Evaluation & Equity Reflection
2. Summary Report
3. Improvement Plan (if applicable)

Revised 2023/2024 AY