Delgado
COMMUNITY COLLEGE

Supervisor's Evaluation Checklist for Part-time Faculty

Overall Performance

Name of Faculty Member **Date**

Division **Academic Year**

Activities	Yes	Needs work*	No*	N/A or Not observed
Meets class/clinical regularly	○	○	○	○
Teaches appropriate course material related to course content	○	○	○	○
Organizes classes/clinicals around goals set forth in the generic syllabus	○	○	○	○
Assigns grades based on students' demonstrated understanding of course content and achievement of course objectives	○	○	○	○
Demonstrates respect to students	○	○	○	○
Exhibits collegiality towards colleagues	○	○	○	○
Provides reasonable accommodations according to ADA guidelines	○	○	○	○
Facilitates student evaluations: results consistent year to year with those of other faculty members who teach similar classes	○	○	○	○
Uses a variety of teaching strategies to enhance instruction	○	○	○	○
Uses a variety of assessment strategies, including retention and pass rates, to improve student success and to enhance instruction	○	○	○	○
Participates in resolution of student complaints	○	○	○	○
Submits, disseminates to students, and keeps regular required office hours; is available to students as needed	○	○	○	○
Submits grades, forms, etc. consistently and on time	○	○	○	○

*** Identify specific behaviors/incidents/student evaluations, etc.**

Comments:

Employee's Signature _____ Date _____

Supervisor's Signature _____ Date _____

Academic Dean's Signature _____ Date _____