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 _____