

**Trinity Valley Community College**  
**Faculty Evaluation by Division Chairperson or Dean -- 2005-2006**

Name \_\_\_\_\_

Date \_\_\_\_\_

**Please indicate your agreement by checking *ONLY ONE*:**

--The CAPITAL LETTERS in ( ) refer to items in the *Faculty Self-Evaluation* report form.

--The numbers in ( ) refer to items in the *Student Evaluation of Course and Instructor* form.

<i>Place and "X" in the appropriate box.</i>		Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
a)	(J&5) I make use of interesting and informative teaching aids to promote learning.					
b)	(N&27) I am reliable in meeting class.					
c)	(S) I keep accurate and current records for students to review their progress.					
d)	(U) I have met the college professional growth requirements.					
e)	(V) I participate in curriculum development.					
f)	Instructor cooperates with supervisor.					
g)	Instructor cooperates with administration.					
h)	Instructor willingly accepts his/her share of department/division tasks.					
i)	Instructor participates in committee assignments.					
j)	Instructor is punctual in attending meetings.					
k)	Instructor is punctual in turning in reports, etc.					

The items below (l thru v) are to be marked from the *Instructor All Discipline Item Averages* reported from the *Student Evaluation of Course & Instructor* forms. The number in ( ) refers to the item on the *Student Evaluation* Forms.

<i>Item averages (means) should be entered in the 1<sup>st</sup> three columns by discipline</i>		All____	All____	All____	This Inst
<i>Item avg. from the "This Inst All Courses" should be entered in the 4<sup>th</sup> column.</i>		Courses	Courses	Courses	All Courses
l)	(4) Instructor encourages questions and discussion from students.				
m)	(15) Instructor is enthusiastic about the subject matter.				
n)	(7) Class assignments (tests, projects, etc) measure what was covered.				
o)	(29) Instructor is well organized and prepared for each class.				
p)	(17) Instructor is very knowledgeable of the subject matter.				
q)	(22) Instructor shows respect for students.				
r)	(26) Instructor is available to students outside of regularly scheduled classes.				
s)	(27) Instructor was reliable in meeting class.				
t)	(28) Instructor was reliable in starting class on time.				
u)	(34) SUMMARY: THE INSTRUCTOR is an excellent teacher.				
v)	(36) SUMMARY: I LEARNED A GREAT DEAL from this				

To assist with the section below, see the *Faculty Self Evaluation* for the following:

- Actions taken by instructor to improve student learning since last evaluation. (Item W)
- An analysis of Instructor's Strengths and Weaknesses (Item X)
- Instructor's Improvement Plan (Item Y)

**w. Comments regarding goals and objectives from previous year.**

*See Faculty's rating of this on their form, Item W*

**x. Comments regarding goals and objectives for improvement.**

*See Faculty's rating of this on their form, Item X&Y*

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Instructor

\_\_\_\_\_  
Date

Please attach the following to this evaluation:

- (1) a copy of your *Student Evaluation of Course and Instructor*,
- (2) a copy of the *Faculty Self Evaluation*
- (3) Dean or Division Chair **MUST** keep a copy of these results on file.