



2100 Chester Avenue
 Bakersfield, CA 93301-4099
 (661) 336-5100

Article 6 – Form A/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

Full-time Faculty Evaluation Cover Sheet

Name of Faculty Member			<input type="checkbox"/> Fall <input type="checkbox"/> Spring
Department/Division/Program Area			Total Number of Pages (including cover sheet)
<input type="checkbox"/> Mode A Year 1	<input type="checkbox"/> Mode A Year 2	<input type="checkbox"/> Mode A Year 3	<input type="checkbox"/> Mode A Year 4
<input type="checkbox"/> Mode B Brief	<input type="checkbox"/> Mode B Comprehensive	<input type="checkbox"/> Mode C	<input type="checkbox"/> COF or Temporary Faculty Year _____
Committee Commendation: Recommended as a model for other faculty in the following areas(s).			
<input type="checkbox"/> Discipline Knowledge	<input type="checkbox"/> Facilitating the Learning Environment		
<input type="checkbox"/> Effective Teaching Methods	<input type="checkbox"/> Student Advisement Facilitating		
<input type="checkbox"/> Effective Use of Technology	<input type="checkbox"/> Special Student Needs		
<input type="checkbox"/> Institutional Participation	<input type="checkbox"/> Other _____		
Performance Summary			
<input type="checkbox"/> Satisfactory			<input type="checkbox"/> Needs Improvement
			<input type="checkbox"/> Unsatisfactory
Committee Member			
Faculty Chair (<i>print</i>)		(<i>Signature</i>)	Date
Faculty Member (<i>print</i>) (<i>department/division chosen</i>) <i>Mode A & C only</i>		(<i>Signature</i>)	Date
Faculty Member (<i>print</i>) (<i>evaluee chosen</i>)		(<i>Signature</i>)	Date
Other (specify) (<i>print</i>)		(<i>Signature</i>)	Date
Educational Administrator (<i>print</i>)		(<i>Signature</i>)	Date
<i>I certify that this report has been discussed with me and that I am aware it will be placed in my official personnel file. I understand my signature does not necessarily indicate agreement. I also understand I have ten (10) working days to respond to any material in this report and that my response will be attached to this report.</i>			
Evaluatee's Signature		Date	Comments
<input type="checkbox"/> Evaluation Committee Summary <input type="checkbox"/> Portfolio Review Comments (including Goals and Accomplishments) <input type="checkbox"/> Observations by Peers and Supervisor <input type="checkbox"/> Student Evaluation Summary		<input type="checkbox"/> Faculty Service Surveys <input type="checkbox"/> Administrative Assessment <input type="checkbox"/> Remediation Plan (Mode "A" only, if appropriate; Form R-1/FT) <input type="checkbox"/> Other _____	
Vice President's Signature		Date	Comments
College President's or Designee's Signature		Date	Comments
Chancellor's or Designee's Signature		Date	Comments



2100 Chester Avenue
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Article 6 - Form B/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCCD Full-time Faculty Evaluation Materials Review and Classroom Instruction Observation

Evaluee		Evaluator	
Course	CRN	Date	
Topic for the Day			
<input type="checkbox"/> Mode A Year 1	<input type="checkbox"/> Mode A Year 2	<input type="checkbox"/> Mode A Year 3	<input type="checkbox"/> Mode A Year 4
<input type="checkbox"/> Mode B	<input type="checkbox"/> Mode C	<input type="checkbox"/> Temporary Faculty	<input type="checkbox"/> COF Faculty

Materials Review

The evaluee will provide the class materials to the evaluators.

Each evaluator should review a different class syllabus and samples of class materials (where applicable) using the criteria below. Evaluators should review the curriculum document of record relevant to the course materials. The following items should be referred to objectively.

Materials Review:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Course Organization:						
1. The syllabus describes the course content.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. The syllabus includes an outline or calendar of topics to be covered, in a logical sequence.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Time given to course topics and assignments is appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. The syllabus effectively describes student assignments, grading criteria, course policies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. The faculty member's expectations and policies are appropriate for the course level.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. The syllabus states availability of accommodations for students with disabilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. The assignments and assessment activities reflect course goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Summary Comments of Materials Review:

B/FT Faculty Materials Review and Classroom Instruction Observation (continued)

Classroom Instruction Observation

Each evaluator should observe a class session and evaluate the following aspects of the learning environment. The following items should be referred to objectively during the observation. If the observation does not include all of the items, use the "Unable to Assess" item.

Classroom Instruction Observation:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Structure and Goals:						
1. Activity shows clear signs of planning and organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Multiple instructional elements (e.g. lecture, handouts, technology) are used, if appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. When multiple instructional elements are used, they are effectively integrated.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Class time is used effectively.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Faculty creates a learning environment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Presentation is clear, and transitions between topics are effective.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Behaviors:						
7. Delivery is effective and understandable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Faculty maintains effective eye contact.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. Oral delivery is clear and easy to follow.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10. Rate and tone of oral delivery are effective.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
11. Faculty exhibits a poised demeanor.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
12. Faculty is enthusiastic about course content.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
13. Language used is understandable and at the appropriate level for the course.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Faculty and Student Rapport:						
14. Faculty treats students equitably.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
15. Students are attentive.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
16. Questions are encouraged.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
17. Questions are answered clearly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
18. Faculty and students demonstrate respect for each other.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

B/FT Faculty Materials Review and Classroom Instruction Observation (continued)

Classroom Instruction Observation:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Professional Expertise:						
19. Faculty demonstrates adequate and up-to-date knowledge of the topics presented.	○	○	○	○	○	
20. Material is appropriate for setting and course level.	○	○	○	○	○	

21. What specific strengths did you identify in this instructor?

22. Please list any specific changes needed to strengthen this instructor's effectiveness.

23. List any other suggestions for improvement.

24. Other comments or suggestions?



Materials Review and Classroom Instruction Observation Assessment

Satisfactory Needs Improvement Unsatisfactory

Evaluator's Signature	Date
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Thank you for your participation.

E/FT Faculty Student Evaluation for Instructional Faculty (continued)

	Strongly Agree	Agree	Neither agree nor Disagree	Disagree	Strongly Disagree	Not Applicable
18. The instructor is available during office hours.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19. The instructor treats me courteously and fairly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20. The instructor demonstrates respect for individuals, regardless of their cultural background, ethnicity, race, gender, religion, disability, age, sexual orientation, or socioeconomic status.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
21. I would recommend this instructor to other students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Compared to courses you have taken here, or at other colleges, rate the following items in this course with regard to:	Much higher than other courses	Higher than other courses	The same as other courses	Lower than other courses	Much lower than other courses	No other college courses completed
22. Expectations for student work are:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23. Quality of instructor feedback is:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

COMMENTS SECTION

24. What specific changes could this instructor make to help future students succeed in this course?

25. List specific course activities that have helped you learn the most.

26. Other comments?

Thank you for your participation.



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Article 6 - Form C/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCCD Full-time Faculty Evaluation Materials Review and Online Instruction Observation

Evaluatee		Evaluator	
Course	CRN	Date	
Topic for the Day			
<input type="checkbox"/> Mode A Year 1	<input type="checkbox"/> Mode A Year 2	<input type="checkbox"/> Mode A Year 3	<input type="checkbox"/> Mode A Year 4
<input type="checkbox"/> Mode B	<input type="checkbox"/> Mode C	<input type="checkbox"/> Temporary Faculty	<input type="checkbox"/> COF Faculty

Materials Review
The evaluatee will provide the class materials to the evaluators.

Each evaluator should review a different class syllabus and samples of class materials (where applicable) using the criteria below. Evaluators should review the curriculum document of record relevant to the course materials. The following items should be referred to objectively.

Materials Review:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Course Organization:						
1. The syllabus describes the course content.	O	O	O	O	O	
2. The syllabus includes an outline or calendar of topics to be covered, in a logical sequence.	O	O	O	O	O	
3. Time given to course topics and assignments is appropriate.	O	O	O	O	O	
4. The syllabus effectively describes student assignments, grading criteria, course policies.	O	O	O	O	O	
5. The faculty member's expectations and policies are appropriate for the course level.	O	O	O	O	O	
6. The syllabus states availability of accommodations for students with disabilities.	O	O	O	O	O	
7. The assignments and assessment activities reflect course goals.	O	O	O	O	O	

Summary Comments of Materials Review:

Online Instruction Observation

Each evaluator should observe the course web site and evaluate the following aspects of the learning environment. The following items should be referred to objectively during the observation. If the observation does not include all of the items, use the "Unable to Assess" item.

Online Instruction Observation	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Structure and Goals:						
1. Site materials show clear signs of planning and organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Site contains multiple instructional elements (text, graphics, links, media, chat)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. The site materials are easy to navigate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Content is presented in an effective, understandable manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Behaviors:						
5. Content delivery is clear and easy to follow.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Language used is understandable and at appropriate level for the student.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Faculty and Student Rapport:						
7. Faculty treats students equitably.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Faculty provides adequate opportunity for communication with students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. The faculty member has offered course materials in a way that offers reasonable accommodation to students with disabilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Professional Expertise:						
10. Faculty demonstrates adequate, up-to-date, knowledge of the topics presented.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
11. Material is appropriate for setting and course level.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
12. Site materials utilize appropriate vocabulary and grammar.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

13. What specific strengths did you identify in this instructor?

14. Please list any specific changes needed to strengthen this instructor's effectiveness.

15. List any other suggestions for improvement.

16. Other comments or suggestions?

Materials Review and On-line Instruction Observation Assessment

Satisfactory

Needs Improvement

Unsatisfactory

Evaluator's Signature	Date
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F/FT Faculty Student Evaluation for On-Line Instructional Faculty (continued)

	Strongly Agree	Agree	Neither agree nor Disagree	Disagree	Strongly Disagree	Not Applicable
18. The instructor is available during office hours	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19. The instructor treats me courteously and fairly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20. The instructor demonstrates respect for individuals, regardless of their cultural background, ethnicity, race, gender, religion, disability, age, sexual orientation, or socioeconomic status.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
21. The course web pages are easy to navigate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
22. The instructor answered my questions in a timely manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23. I would recommend this instructor to other students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Compared to courses you have taken here, or at other colleges, rate the following items in this course with regard to:	Much Higher than other courses	Higher than other courses	The same as other courses	Lower than other courses	Much Lower than other courses	No other college courses completed
24. Expectations for student work:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25. Quality of instructor feedback is:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

COMMENTS SECTION

26. What specific changes could this instructor make to help future students succeed in this course?

27. List specific course activities that have helped you learn the most.

28. Other comments.

Thank you for your participation.



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Article 6 - Form J/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCCD Full-time Faculty Evaluation Observation for Counseling/Non-Instruction Activity

Evaluatee		Evaluator	
Type of Session			Date
<input type="checkbox"/> Mode A Year 1	<input type="checkbox"/> Mode A Year 2	<input type="checkbox"/> Mode A Year 3	<input type="checkbox"/> Mode A Year 4
<input type="checkbox"/> Mode B	<input type="checkbox"/> Temporary Faculty	<input type="checkbox"/> COF Faculty	

The following items should be referred to objectively after observing the faculty member in the activity indicated above. In some circumstances observation will not include all of the items; at this time you should use the "Unable to Assess" choice.

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Structure and Goals:						
1. Activity shows clear signs of planning and organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Multiple informative elements (i.e. discussion, handouts, technology) are used, if appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. When multiple informative elements are used, they are effectively integrated.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Time is used effectively.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Faculty member maintains learning environment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Presentation is clear, and transitions between topics are effective.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Behaviors:						
7. Delivery is effective and understandable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Faculty maintains effective eye contact.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. Oral delivery is clear and easy to follow.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10. Rate and tone of oral delivery are effective.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
11. Faculty exhibits a poised demeanor.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
12. Faculty member is enthusiastic and excited about his/her professional assignment and content.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

J/FT Faculty Observation for Counseling/Non-Instructional Activity (continued)

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
13. Language used is understandable and appropriate level for the student.	○	○	○	○	○	
Faculty and Student Rapport:						
14. Faculty member is approachable.	○	○	○	○	○	
15. Faculty treats student(s) equitably.	○	○	○	○	○	
16. Faculty member discusses academic needs, goals, information, and ideas with student(s).	○	○	○	○	○	
17. Questions are encouraged.	○	○	○	○	○	
18. Questions are answered clearly.	○	○	○	○	○	
19. Faculty member and student(s) demonstrate respect for each other.	○	○	○	○	○	
Professional Expertise:						
20. Faculty member demonstrates adequate, up-to-date knowledge of the topics discussed.	○	○	○	○	○	
21. Material is appropriate for setting and student level.	○	○	○	○	○	

22. What specific strengths did you identify in this faculty member?

23. Please list any specific changes needed to strengthen this faculty member's effectiveness.

24. List any other suggestions for improvement.

25. Other comments or suggestions?



Overall Observation Assessment

Satisfactory

Needs Improvement

Unsatisfactory

Evaluator's Signature	Date
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Thank you for your participation.



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Article 6 - Form L/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Full-time Faculty Evaluation Student Evaluation for Non-Instructional Faculty

Faculty's Name	Date
Faculty's Role	

This is an anonymous form; do not write your name on it.

Please fill out this brief, anonymous survey and return it to _____

In my experience this Faculty member:	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know
1. Conducted the session in a professional manner.	○	○	○	○	○	○
2. Exhibited good communication skills.	○	○	○	○	○	○
3. Demonstrated concern for me.	○	○	○	○	○	○
4. Provided information in a clear and understandable manner.	○	○	○	○	○	○
5. Demonstrated respect toward me.	○	○	○	○	○	○
6. Conducted the session in an organized and efficient manner.	○	○	○	○	○	○

7. What specific changes could this instructor make to help future students succeed?

8. List specific activities that have helped you the most.

9. Please share any other comments you may have.

Thank you for your participation.



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Article 6 - Form M/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCCD Full-time Faculty Evaluation Observation for Library Faculty

Evaluatee	Evaluator
Date	Check the activity below that was observed: <input type="checkbox"/> Student Interaction <input type="checkbox"/> Workshop <input type="checkbox"/> Orientation <input type="checkbox"/> Other _____

The following items should be referred to objectively after observing the faculty member in the activity indicated above. In some circumstances observation will not include all of the items; at this time you should use the "Unable to Assess" choice.

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Reference assistance/one-on-one library instruction:						
1. Determines student's research needs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Gives clear and thorough instructions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Demonstrates currency & knowledge of library resources.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Uses appropriate sources.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Group instruction:						
5. Presents material effectively using varied formats.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Content is well organized.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Material appropriate to group or assignment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Interactions with students:						
8. Approachable/friendly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. Treats students with respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10. Provides opportunity for questions and student engagement.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
11. Respects diverse cultural backgrounds and students with disabilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Professional assignments:						
12. Completes assignments on schedule.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
13. Implements projects that contribute to library development (booklists, reclassification, etc.).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

M/FT Faculty Observation for Library Faculty (continued)

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
14. Participates in collection development.	O	O	O	O	O	
15. Demonstrates currency and depth of knowledge in librarianship.	O	O	O	O	O	
16. Shares in departmental workload.	O	O	O	O	O	
17. Participates on campus committees and governance.	O	O	O	O	O	
18. Works with faculty in developing library activities.	O	O	O	O	O	
19. Acts as a library liaison to assigned departments.	O	O	O	O	O	
20. Participates in offsite activities that promote the library.	O	O	O	O	O	

21. What specific strengths did you identify in this faculty member?

22. Please list any specific changes needed to strengthen this faculty member's effectiveness.

23. List any other suggestions for improvement.

24. Other comments or suggestions?



Overall Observation Assessment

Satisfactory Needs Improvement Unsatisfactory

Evaluator's Signature	Date
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Thank you for your participation.



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Article 6 - Form N/FT

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KCCD Full-time Faculty Evaluation Student Evaluation for Library Faculty

Librarian's Name	Date
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Please fill out this brief, anonymous survey and return it to _____

Please indicate how much you agree or disagree with each of the following statements regarding your experience in the library.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know
1. The librarian was helpful to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Information was provided in a clear and understandable manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. I was satisfied with the service the librarian gave me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. I would ask for help from this librarian again.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The librarian was interested in explaining how to use the library resources.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. This experience has made me want to learn more about the library.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. I felt the librarian treated me with courtesy and respect	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. What did the librarian do that helped you?

9. What, if anything, could they have done to help you more?

Thank you for your participation in this survey.



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Article 6 - Form G/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Full-time Faculty Evaluation Materials Review and Open Lab Activity Observation

Evaluee	Evaluator	
Type of Session		Date
<input type="checkbox"/> Mode A Year 1 <input type="checkbox"/> Mode A Year 2 <input type="checkbox"/> Mode A Year 3 <input type="checkbox"/> Mode A Year 4 <input type="checkbox"/> Mode B <input type="checkbox"/> Mode C <input type="checkbox"/> Temporary Faculty <input type="checkbox"/> COF Faculty		

Choose One:

- This faculty member **is not** responsible for development of course materials (Skip Materials Review section)
- This faculty member **is** responsible for development of course materials (Complete Materials Review section)

Materials Review

The evaluee will provide the class materials to the evaluators.

Each evaluator should review a different class syllabus and samples of class materials (where applicable) using the criteria below. Evaluators should review the curriculum document of record relevant to the course materials. The following items should be referred to objectively.

Materials Review:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Course Organization:						
1. The syllabus describes the course content.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. The syllabus includes an outline or calendar of topics to be covered, in a logical sequence.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Time given to course topics and assignments is appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. The syllabus effectively describes student assignments, grading criteria, course policies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. The faculty member's expectations and policies are appropriate for the course level.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. The syllabus states availability of accommodations for students with disabilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. The assignments and assessment activities reflect course goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Summary Comments of Materials Review:

G/FT Faculty Materials Review and Open Lab Activity Observation (continued)

Open Lab Activity Observation

The following items should be referred to objectively during observation. If the observation does not include all of the items, use the "Unable to Assess" item.

Open Lab Activity Observation:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Structure and Goals:						
1. Activity shows clear signs of planning and organization.	○	○	○	○	○	
2. Multiple informative elements (i.e.. discussion, handouts, technology) are used, if appropriate.	○	○	○	○	○	
3. When multiple informative elements are used, they are effectively integrated.	○	○	○	○	○	
4. Time is used effectively.	○	○	○	○	○	
5. Faculty member maintains learning environment.	○	○	○	○	○	
6. Presentation is clear, and transitions between topics are effective.	○	○	○	○	○	
Behaviors:						
7. Delivery is effective and understandable.	○	○	○	○	○	
8. Faculty maintains effective eye contact.	○	○	○	○	○	
9. Oral delivery is clear and easy to follow.	○	○	○	○	○	
10. Rate and tone of oral delivery are effective.	○	○	○	○	○	
11. Faculty exhibits a poised demeanor.	○	○	○	○	○	
12. Faculty member is enthusiastic and excited about his/her professional assignment and content.	○	○	○	○	○	

G/FT Faculty Materials Review and Open Lab Activity Observation (continued)

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
13. Language used is understandable and appropriate level for the student.	○	○	○	○	○	
Faculty and Student Rapport:						
14. Faculty member is approachable.	○	○	○	○	○	
15. Faculty treats students equitably.	○	○	○	○	○	
16. Questions are encouraged.	○	○	○	○	○	
17. Questions are answered clearly.	○	○	○	○	○	
18. Faculty member and student(s) demonstrate respect for each other.	○	○	○	○	○	
Professional Expertise:						
19. Faculty member demonstrates adequate, up-to-date knowledge of the topics discussed.	○	○	○	○	○	
20. Material is appropriate for setting and student level.	○	○	○	○	○	

21. What specific strengths did you identify in this faculty member?

22. Please list any specific changes needed to strengthen this faculty member's effectiveness.

23. List any other suggestions for improvement.

24. Other comments or suggestions?



Materials Review and Open Lab Activity Observation Assessment

Satisfactory Needs Improvement Unsatisfactory

Evaluator's Signature	Date
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Thank you for your participation.



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Article 6 - Form H/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Full-time Faculty Evaluation Student Evaluation for Open Lab Faculty

Instructor's Name		
Course	CRN	Date

*Please fill out this brief, anonymous survey and return it to _____
 This information is confidential and your responses will be anonymous. FILL IN THE ENTIRE CIRCLE THAT CORRESPONDS TO YOUR ANSWER FOR EACH QUESTION. ERASE MARKS COMPLETELY TO MAKE A CHANGE.*

	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree	Not applicable
1. The instructor was familiar with the content of the course in which I am enrolled.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The instructor exhibited good communication and listening skills.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The instructor used sufficient examples to help get the points across.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The instructor emphasized points in a way that will help me remember them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The instructor encouraged questions and answered them clearly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The instructor provided information in a clear and understandable manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The instructor offered alternative learning methods to help me meet the course goals when appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The instructor respects diverse cultural backgrounds and students with disabilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The instructor treated me with courtesy and respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. I would feel comfortable seeking this instructor's help again.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

COMMENTS SECTION

11. What specific changes could this instructor make to help future students succeed in this course?

12. List specific course activities that have helped you learn the most.

13. Other comments.

Thank you for your participation.



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- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Faculty Evaluation Faculty Chair Evaluation

Evaluatee	Evaluator	Date
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Rate the performance for each responsibility identified. In some circumstances the responsibility may not apply or you may not be able to assess it. In this circumstance, please rate the item as “Not Applicable/Unable to Assess.”

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable/ Unable to Assess
Leadership:					
1. Serves as the primary communicator for the area of responsibility.					
2. Conducts regularly scheduled meetings for the area of responsibility.					
3. Ensures area representation at appropriate college committees as defined by participatory governance procedures.					
4. Encourages area faculty and classified staff participation in college governance.					
5. Maintains cooperative working relationships with campus support services and instructional areas.					
6. Identifies student needs and recommends strategies for meeting identified needs, in collaboration with area faculty.					
7. Supports and represents disciplines and sub-disciplines within the area equitably.					
8. Facilitates communication and collaboration among staff, faculty and program areas.					
9. Develops and follows area procedures.					
10. Encourages area participation in grant, special project, and categorical activities, where appropriate.					
Curriculum and Programs:					
11. Encourages and supports curriculum development and innovation.					
12. Coordinate the preparation and review of new course outlines and catalog information.					
13. Implements curriculum review/renewal process.					

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable/ Unable to Assess
14. Implements and participates in program review process.					
15. Develops area schedule.					
16. Participates in articulation.					
17. Participates in Educational Master Plan development.					
18. Monitors student enrollment and implements appropriate measures.					
Personnel:					
19. Participates in recruiting and selecting area faculty and classified staff.					
20. Coordinates area orientation for new faculty and staff.					
21. Participates in area faculty evaluations.					
22. Coordinates area adjunct faculty evaluations.					
23. Participates in area classified evaluations.					
24. Participates in the resolution of conflicts between faculty, staff, and students.					
Fiscal:					
25. Develops area budget collaboratively.					
26. Manages area budget.					
27. Advocates for the area in the development of the college budget.					
Administrative:					
28. Works to promote area instructional and student services programs.					
29. Ensures, where applicable, that advisory committees are formed, convened, and documented and have appropriate community and college representation.					
30. Monitors operations and fiscal resources.					
31. Oversees inventory and equipment lists.					
32. Meets prescribed faculty chair timelines.					

33. What specific strengths did you identify in this faculty member?

34. Please list any specific changes needed to strengthen this faculty member's effectiveness.

35. List any other suggestions for improvements this faculty member might take.

36. Other comments or suggestions?

Overall Assessment

Satisfactory

Needs Improvement

Unsatisfactory

Evaluator's Signature	Date
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Thank you for your participation.



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Article 6 - Form O/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

Full-time Faculty Evaluation Faculty Director Evaluation

Evaluee	Evaluator	Date
Evaluee Job Title		

Rate the performance for each responsibility identified with regard to the director's job description. In some circumstances the responsibility may not apply or you may not be able to assess it. In this circumstance, please rate the item as "Not Applicable/Unable to Assess."

	Strongly Agree	Agree	Not Applicable/ Unable to Assess	Disagree	Strongly Disagree
Leadership:					
1. Serves as the primary communicator for the area of responsibility.	O	O	O	O	O
2. Encourages area faculty and staff participation in college governance.	O	O	O	O	O
3. Maintains cooperative working relationships within the campus and community.	O	O	O	O	O
4. Identifies student needs and recommends strategies for meeting identified needs, in collaboration with area faculty.	O	O	O	O	O
5. Develops and follows area procedures.	O	O	O	O	O
6. Encourages area participation in grant, special project, and categorical activities, where appropriate.	O	O	O	O	O
7. Conducts meetings for the area of responsibility as appropriate.	O	O	O	O	O
Curriculum and Programs:					
8. Encourages and supports curriculum development and innovation.	O	O	O	O	O
9. Coordinates the preparation and review of new course outlines and catalog information.	O	O	O	O	O
10. Implements curriculum review/renewal process.	O	O	O	O	O
11. Implements and participates in program review process.	O	O	O	O	O
12. Develops area schedule.	O	O	O	O	O

O/FT Faculty, Faculty Director Evaluation (continued)

	Strongly Agree	Agree	Not Applicable/ Unable to Assess	Disagree	Strongly Disagree
13. Participates in articulation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Participates in Educational Master Plan development.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. Monitors student enrollment and implements appropriate measures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personnel:					
16. Participates in recruiting and selecting area faculty and staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17. Coordinates area orientation for new faculty and staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18. Participates in area faculty evaluations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19. Coordinates area adjunct faculty evaluations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20. Participates in area staff evaluations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
21. Participates in the resolution of conflicts between faculty, staff, and students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fiscal:					
22. Develops area budget collaboratively.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23. Manages area budget.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
24. Advocates for the area in the development of the college budget.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25. Advocate for funding from external agencies, where appropriate.					
Administrative:					
26. Works to promote area instructional and student services programs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
27. Ensures, where applicable, that advisory committees are formed, convened, and have appropriate community and college representation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
28. Monitors operations and physical resources.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
29. Oversees inventory and equipment lists.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
30. Meets prescribed faculty director timelines.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
31. Meets prescribed timelines for reports to external agencies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please complete the open ended questions on the next page.

32. What specific strengths did you identify in this faculty director?

33. Please list any specific changes needed to strengthen this faculty director's effectiveness.

34. List any other suggestions for improvement.

35. Other comments or suggestions?

Overall Assessment

Satisfactory Needs Improvement Unsatisfactory

Evaluator's Signature	Date
-----------------------	------

Thank you for your participation.



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Article 6 - Form Q/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCCD Full-time Faculty Evaluation Administrative Assessment Review

Evaluatee				Date	
Department/Division/Area			Educational Administrator		
<input type="checkbox"/> Mode A Year 1		<input type="checkbox"/> Mode A Year 2		<input type="checkbox"/> Mode A Year 3	
<input type="checkbox"/> Mode B		<input type="checkbox"/> Temporary Faculty		<input type="checkbox"/> Mode A Year 4	
<input type="checkbox"/> COF Faculty					
Evaluation Categories	Satis- factory	Requires Improve- ment	Unsatis- factory	Remarks or suggestions for improvement (Required for any area evaluated as "Requires Improvement" or "Unsatisfactory")	
A. Adheres to district & campus policies					
B. Makes self available to students and colleagues					
C. Communicates with students and staff in a professional manner					
D. Is prompt and timely regarding meetings, deadlines and responsiveness to others					
E. Participates in department and campus activities					
F. (For applicable programs only) Complies with any vocational or licensing board mandates.					
GENERAL COMMENTS:					
Educational Administrator's Signature				Date	
Title					