

Administrative Evaluation (Counseling/Library Services)

If you have any questions regarding the evaluations, please contact your supervisor.

Please enter your name here:

Date:

Part 1 - Faculty Information

1. Please state the name of the faculty you are evaluating:

Part II - Multiple Choice (Please circle or highlight one)

2. Demonstrates depth, breadth, and currency in content and applications of counseling or library theory and methodology.

Yes

No

3. Is conscientious and responsible in carrying out specific assigned duties.

Yes

No

4. Can access both college and community resources to assist students and faculty with requests for information and assessment.

Yes

No

5. Remains current with educational programs and instructional changes for their advisee.

Yes

No

6. Can be relied upon for professional assistance by instructional changes for their advisee.

Yes

No

7. Completes special responsibilities unique to their position in a thorough and professional manner.

Yes

No

Part III - Likert Questions

Please provide your answer using the given scale.

(0=Not observed, 1=Needs developing, 2=Developing, 3=Good, 4=Exceptional)

8. Engages in professional development opportunities. (Please circle or highlight one)

0 1 2 3 4

9. If you have chosen an answer that is less than or more than "3-Good," please briefly elaborate below.

Please provide your answer using the given scale.

(0=Not observed, 1=Needs developing, 2=Developing, 3=Good, 4=Exceptional)

10. Engages in opportunities to serve the college. (Please circle or highlight one)

0 1 2 3 4

11. If you have chosen an answer that is less than or more than "3-Good," please briefly elaborate below.

Please provide your answer using the given scale.

(0=Not observed, 1=Needs developing, 2=Developing, 3=Good, 4=Exceptional)

12. Serves as a faculty advisor and participates in advisor training and assessment. (Please circle or highlight one)

0 1 2 3 4

13. If you have chosen an answer that is less than or more than "3-Good," please briefly elaborate below.

Part IV - Subjective Questions

14. Please analyze the following (500 words recommended):

- Student evaluations
- Peer evaluations
- Self-evaluations

15. Provide a summary of (500 words recommended):

- Class observations
- Other faculty responsibilities as identified in Article 12 (WWCC Faculty CBA)

16. Provide a list of 3-5 commendations.

17. Provide a list of 3-5 areas of growth.

Part V - Recommendation for Continuation

18. As the supervisor and sponsor of this faculty member, do you recommend continuation of their tenure track?
(Please circle or highlight one)

Yes

No