DEAN/RESPONSIBLE ADMINISTRATOR’S ASSESSMENT OF NON-TEACHING RESPONSIBILITIES FORM CLASSROOM/ONLINE FACULTY

College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Division: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic year of evaluation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of evaluee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Evaluee participates in Division and Department meetings and other activities related to area of responsibility. (*Optional for adjunct faculty*.)

2. Evaluee participates in College committees and the campus educational community. . (*Optional for adjunct faculty*.)

3. Evaluee submits grades, reports, and/or other information in a complete, accurate, and timely manner.

4. Evaluee collaborates well with members of the campus community and upholds the mission and values of the College. ~~and is respected by faculty, staff, and students.~~

5. Evaluee participates in professional growth activities.

DEAN/RESPONSIBLE ADMINISTRATOR’S COMMENTS: I have met with the evaluee and discussed my assessment. Signed: Date: Dean/Responsible Administrator