

Facu	Ity Evaluation Form			3-9-3-(A)
	NORTHWEST ARKAN ANNUAL FACULTY SELF-EVA DUE DECEM	ALUATION: P	ROFESSION	
Facul	ty Member:		_	
return facts since	re update your professional professional professional professional professional professional professional by the date indicated to your crelated to how you were assigned your last evaluation will help your mance.	livision chair/ced and/or cho	department he ose to serve	ead. This summary of as a faculty member
I.	Teaching	Preceding Spring	Preceding Summer	Current Fall
1.	No. of load hours taught			

No. of course preps.

2.



3.	No. of new course preps. or
	delivery options tried
4.	No. of students
5.	Est. No. of hours per week
	spent conferencing with students
6.	Est. No. of hours per week spent
	grading or working with students
	on course/college projects
7.	Retention percentage overall
	(to be activated summer 1999)
	Changes made in course curriculum or teaching methods as a result of personal/department assessment of student learning:
	What goals do you have for yourself as a teacher next year?



Fac	ulty I	Evaluation Form (continued)	3-9-3-(A)
II.	Te	eaching-Related Service During Past Spring/Summer & Current Fa	all
	1.	Names of committees you served on:	
		No. of committees you chaired: Estimated No per semester spent on committee work:	o. of hours
	2.	Estimated No. of hours per semester spent on advising and regis students:	stering
	3.	Please list below student organizations or activities you were inventis past year:	olved in
		Estimated No. of hours per semester spent on student organizati activities:	ons or
	4.	Please list below special projects, programs, or other services to	

lecture series, WDI class, service learning, musical or dramatic



performance,	work with	disciplin	e-related	community	y organization,	etc.):

5. Please explain the ways in which you have worked to further the overall breadth and goals of your department/division by cooperating/volunteering (such as serving as a lead faculty, teaching a night class, working on common course materials, attending events sponsored by other department members, etc.):

6. What goals do you have for your teaching-related service for the next year?

III. Professional Development During Past Year



1.	Percentage of department/division and discipline-specific meetings you have been able to attend during the past year:
2.	Percentage of faculty and college-wide meetings you have been able to attend during this past year:
3.	List the in-service activities at the College you have attended during the past year:
	List the professional development activities you have attended off-campus during the past year:



	examples of how you are staying current in your teaching field (such tending conferences, taking classes, reading journals, researching on
the w	veb, etc.)
5. Wha	t professional development goals do you have for next year?
Feel free to add	d any other information that you would like included in your file.

NORTHWEST ARKANSAS COMMUNITY COLLEGE



ANNUAL FACULTY EVALUATION SUMMARY

Faculty Member:				
Chair	/Director:			
Date:				
Items	on which the evaluation summary is based:			
	Student evaluation of instruction			
	Peer evaluation			
	Classroom observation			
	Self evaluation			
1. E\	valuation of Teaching Exceeds expected performance			
	Meets expected performance			
	Needs some improvement to reach expected performance			
	Consistently below expected performance			
2. E\	valuation of Teaching-Related Service Exceeds expected performance			
	Meets expected performance			
	Needs some improvement to reach expected performance			



		Consistently below expected performance
3.	Evaluation	of Professional Development Exceeds expected performance
		Meets expected performance
		Needs some improvement to reach expected performance
		Consistently below expected performance
4.	Recomme	ndations Continue employment with recognition for outstanding service in
		exceeding in two of the three categories above (such as change
		in faculty status, certificate of merit, etc.)
		Continue employment
		Continue employment with professional development plan
		recommended (please attach plan)
		required and review of progress in six months (please attach plan)
5.	Comments	s by faculty member
	culty Memb	per / Date Chair/Director / Date VP for Academics / Date



Faculty Evaluation Form

3-9-3(B)

NORTHWEST ARKANSAS COMMUNITY COLLEGE STUDENT EVALUATION OF THE INSTRUCTOR AND COURSE

<u>Directions:</u> Please do not mark on this paper. Write the instructor's name, and line number on the Scantron form. Also, mark your responses and record your comments on the Scantron form. When finished, give both documents to the monitor. Use a pencil only.

Use the following scale to rate each item.

a=strongly agree, b=agree, c=disagree, d=strongly disagree, e=not applicable

Items 1 through 15 apply to the instructor.

- 1. The instructor planned and organized this course well.
- 2. This instructor seems knowledgeable about the subject matter of this course.
- 3. I would recommend a course taught by this instructor to other students.
- 4. This instructor presents concepts in a manner that helps me learn.
- 5. Course requirements are clear.
- 6. This instructor is prepared for each class.
- 7. The instructor creates an atmosphere where ideas, questions, and comments can be exchanged freely and easily.
- 8. The instructor seems interested in teaching this course.



- 9. The instructor is available outside class if I have questions.
- 10. This instructor provides the techniques and information necessary for understanding course material.
- 11. My work is evaluated in ways that are helpful to my learning.
- 12. The instructor challenges me to think.
- 13. The instructor communicates well.
- 14. Grading in this course is fair.
- 15. Course assignments help me learn on my own.

The following items apply to the course, the textbook, and other components of your experience in taking this class. Mark (e) if you believe an item is not applicable to this course.

- 16. The textbook is helpful for my understanding of the course.
- 17. This course has improved my oral communication skills.
- 18. This course has improved my writing skills.
- 19. My reasoning and problem solving abilities have improved because of this class.
- 20. I have acquired a basic understanding of the subject area of this course.

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Faculty Evaluation Form

3-9-3-(C)

NORTHWEST ARKANSAS COMMUNITY COLLEGE



PEER EVALUATION

Instructor:
Peer (Evaluator):
Date:
Please comment on each item below (and any other relevant course-related materials).
Course Outlines and Syllabi:
Tests/Evaluation process:
Textbooks/Instructional materials:



Other Items (Please speci	fy):		
Evaluator's Comments:			
This report has been revie	ewed and discussed v	with me.	
Instructor's Signature	(Date)	Peer's Signature	(Date)



Faculty	/ Eva	luation	Form
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3-9-3(D)

NORTHWEST ARKANSAS COMMUNITY COLLEGE OPTIONAL CLASSROOM OBSERVATION BY PEER OR SUPERVISOR

Instructor:
Peer or Supervisor (Evaluator):
Date:
Please record your comments on various aspects of instructional effectiveness which you observed during your classroom visit:
Subject knowledge:
Communication:
Rapport with students:



Management:
Teaching Methods:
Student response:
Time on task/Level of attention:
Amount of participation:
Pace of class:
Kinetic Observation (Body, Voice, Face):
Additional comments or observations:
Evaluator's Comments:
This report has been reviewed and discussed with me.



Instructor's Signature	(Date)	Peer's Signature	(Date)