



Annual Performance Evaluation

Faculty

Name	<input type="text"/>	Dept.	<input type="text"/>
Review Year	<input type="text"/>	Date	<input type="text"/>

Part I. Competency Evaluation

Ratings for competencies evaluate the degree to which faculty members use their skills and knowledge in achieving results. Comments are **mandatory**.

<i>Outstanding</i>	5	Performance and results achieved always exceed the standards and expectations for the position.
<i>Exceeds Expectations</i>	4	Performance and results achieved usually exceed the standards and expectations of the position.
<i>Meets Expectations</i>	3	Performance and results achieved regularly meet the standards and expectations of the position.
<i>Needs Improvement</i>	2	Performance and results achieved sometimes fail to meet the standards and expectations of the position.
<i>Unsatisfactory</i>	1	Performance and results achieved never meet the standards and expectations of the position.

Core Competency 1: Teaching Effectiveness (30% of overall score)

Competency	Comments	Rating
Applies a variety of appropriate teaching techniques and instructional methods.		
Regularly evaluates student achievement and provides students with timely feedback.		
Establishes rapport; creates and maintains an environment conducive to learning.		
Emphasizes and enforces requirements of academic honesty and work ethics.		
Works to establish, assess, and improve student learning outcomes.		
Total Score Teaching Effectiveness:		

Core Competency 2: Classroom/Lab Management (20% of overall score)

Competency	Comments	Rating
Adheres to the master course syllabus and/or lab management plan.		
Plans and organizes each assigned course and communicates expectations on addendum to the syllabus.		
Submits no-shows, grades, book orders, forms, and reports by the requested deadline.		
Emphasizes safety and security in the classroom/lab.		
Total Score Classroom/Lab Management		

Core Competency 3: Advisement/Student Interaction (20% of overall score)

Competency	Comments	Rating
Provides academic advisement services.		
Provides access (office hours) and assistance to promote student retention and success.		
Demonstrates an understanding of student rights, diversity, and documented unique needs.		
Encourages active student engagement; promotes participation in college sponsored events, organizations, and activities.		
Total Score Advisement/Student Interaction:		

Core Competency 4: Professionalism/Faculty Development (10% of overall score)

Competency	Comments	Rating
Demonstrates current subject matter knowledge.		
Exhibits understanding of regional and program accreditation principles and standards.		
Stays-up-to-date with technological advances and uses technology to enhance student learning experiences.		
Establishes and maintains relationships with community, business, and industry partners through Program Advisory Committees and other appropriate venues.		
Total Score Professionalism/Faculty Development:		

Core Competency 4: Collegiality (10% of overall score)

Competency	Comments	Rating
Arrives on time and works assigned schedule based on college and student needs.		
Works independently to complete tasks assigned; seeks input and feedback when necessary.		
Demonstrates willingness to assume responsibility; takes initiative in problem-solving.		
Works cooperatively and collaboratively with other faculty and staff, demonstrating understanding of their roles and responsibilities.		
Total Score Collegiality:		

Core Competency 5: Institutional Involvement/Commitment (10% of overall score)

Competency	Comments	Rating
Adheres to the rules and regulations of the TCSG and the policies and procedures of the college.		
Participates in department, division, and college-wide meetings and initiatives.		
Participates in professional development activities focused on knowledge, skill, and performance improvement.		
Total Score Institutional Involvement:		

Total Review Score

Part II. Overall Comments

Summary

Action Plan

Faculty Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____