

**SOUTHERN UNION STATE COMMUNITY COLLEGE  
INDIVIDUAL FACULTY EVALUATION**

**FACULTY MEMBER:** \_\_\_\_\_ **YEAR:** \_\_\_\_\_

**DIVISION:** \_\_\_\_\_ **DEPARTMENT:** \_\_\_\_\_

**\*Exceeds Expected Goals and Needs Improvement require documentation.**

Performance Categories	Meets Expected Goals	Needs Improvement	Exceeds Expectations	Does Not Apply
Knowledgeable; teaches well organized, well developed courses which meet course expectations and student needs.				
Demonstrates use of technology and resources to meet and improve student learning and outcomes.				
Student oriented; works well with all types of students. Uses student evaluations to improve teaching and student outcomes.				
Follows posted work schedule and assists students during office hours.				
Meets administrative responsibilities and requests in a timely, accurate, and professional manner.				
Demonstrates an ability to work well with colleagues and administrators contributing to a positive work environment				
Participates in Professional Development. Shows achievement in professional and educational areas.				
Supports and is involved in institutional and community services.				
Meets or shows progress in meeting goals and objectives stated in the last evaluation				

**EVALUATION OF INSTRUCTION FOR ONLINE/TELECONFERENCE CLASSES**

<b>Performance Categories</b>	<b>Meets Expected Goals</b>	<b>Needs Improvement</b>	<b>Exceeds Expectations</b>	<b>Does Not Apply</b>
Maintains timelines, open and effective communications with students taking on-line/teleconference classes.				
Knowledgeable; demonstrates ability to meet course content, goals, and objectives of online/teleconference courses.				
Works closely and effectively with the MIS Department/Library to maintain the integrity of online/teleconference courses, tests, assignments, and student information.				
Uses appropriate online/teleconference lab experiences that meet student learning objectives.				

**EVALUATION OF CLINICAL/LABORATORY INSTRUCTION**

<b>Performance Categories</b>	<b>Meets Expected Goals</b>	<b>Needs Improvement</b>	<b>Exceeds Expectations</b>	<b>Does Not Apply</b>
Demonstrates knowledge of lab activities, appropriate use and care of lab/clinical equipment during activities.				
Conducts safe and organized lab/clinical activities that meet the learning objectives for the students.				
Maintains a clean and organized lab/clinic environment including meeting responsibilities for maintenance of the lab/clinic, supplies, and equipment.				

**This page may be applicable to only a few Instructors and may be omitted from individual evaluation if NONE OF THE ABOVE applies.**

**Evaluator Comments:**

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**Faculty Comments:**

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**ACKNOWLEDGEMENT**

**My signature below acknowledges that I have read and discussed my evaluation with my evaluator. My signature does not imply agreement with the evaluation. (Responses will be placed into the individual's personnel file.)**

**Faculty** \_\_\_\_\_ **Date** \_\_\_\_\_

**Evaluator** \_\_\_\_\_ **Date** \_\_\_\_\_