Checklist of Adjunct Faculty Evaluation Guidelines and Forms

Adjunct Faculty evaluation teams will use the following two (2) required guidelines and forms:

☐ Form A/ADJ  Adjunct Faculty Evaluation Coversheet
☐ Form Q/ADJ: Administrative Assessment Review

Below is a checklist of the additional forms that should be included according to the adjunct faculty assignment.

Instructional Faculty
☐ B/ADJ: Materials Review and Classroom Instruction Observation
☐ E/ADJ: Student Evaluation for Instructional Faculty

Instructional Faculty - Open Lab
☐ G/ADJ: Materials Review and Open Lab Activity Observation
☐ H/ADJ: Student Evaluation for Open Lab Faculty

Instructional Faculty - Clinical
☐ B2/ADJ: Observation for Clinical Instruction
☐ E2/ADJ: Student Evaluation for Clinical Faculty

Instructional Faculty - On-line
☐ C/ADJ: Materials Review and On-line instruction Observation
☐ F/ADJ: Student Evaluation for On-line Instructional Faculty

Non-Instructional Faculty with Student Contact Hours
☐ L/ADJ: Student Evaluation for Non-Instructional Faculty
☐ J/ADJ: Observation for Counseling/Non-Instructional Faculty
☐ I/ADJ: Student Consent Form for Observation of Faculty/Student Interaction
☐ K/ADJ: Student Evaluation for Counseling Faculty

Non-Instructional Faculty without Student Contact Hours
☐ P/ADJ: Faculty Service Surveys that reflect the full range for faculty service

Library Faculty/Non-Instructional
☐ M/ADJ: Observation form for Library Faculty
☐ N/ADJ: Student Evaluation for Library Faculty

Counseling/Non-Instructional Faculty
☐ I/ADJ: Student Consent Form for Observation of Faculty/Student Interaction
☐ J/ADJ: Observation for Counseling/Non-Instructional Faculty
☐ K/ADJ: Student Evaluation for Counseling Faculty

Faculty with Director Responsibilities
☐ O/ADJ: Faculty Director Evaluation

Remediation
☐ R-1/ADJ: Special Evaluation Plan
☐ R-2/ADJ: Special Evaluation Plan Report

Examples of Faculty with Multiple Assignments

Library Faculty/Instructional
☐ B/ADJ: Materials Review and Classroom Instruction Observation
☐ E/ADJ: Student Evaluation for Instructional Faculty
☐ M/ADJ: Observation form for Library Faculty
☐ N/ADJ: Student Evaluation for Library Faculty

Counseling Faculty/Instructional
☐ B/ADJ: Materials Review and Classroom Instruction Observation
☐ E/ADJ: Student Evaluation for Instructional Faculty
☐ J/ADJ: Observation for Counseling/Non-Instructional Faculty
☐ K/ADJ: Student Evaluation for Counseling Faculty
☐ I/ADJ: Student Consent Form for Observation of Faculty/Student Interaction

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