

Chapter Name: **Personnel Policies**

**Policy 2-22**

Policy Title: **Faculty Evaluation**

Date Approved: 10/94

Date Revised: 02/03, 02/13, 08/15, 12/17

**Page 1 of 1**

## **2-22 Faculty Evaluation**

The faculty evaluation process provides a mechanism for evaluating performance and facilitating the professional growth of each faculty member. To advance excellence in teaching, professional development activities shall be identified based on the evaluation process and/or supervisor feedback. All full-time and part-time faculty shall be evaluated on a regular basis. The faculty evaluation process will be completed by the end of the 14th week of the spring semester.

### **I. Assuring Excellence**

The Faculty evaluation process is also a mechanism for addressing opportunities for improvement. Faculty members who need specific performance improvement will develop, through a collaborative effort with his/her supervisor, a Plan of Improvement which shall identify area(s) of concern, strategies for improvement, timeline for completion, resources needed for implementation, and required outcomes of performance. A signed copy of the Plan of Improvement will be sent to the Office of Human Resources and will be filed in the faculty member's personnel file.

\* See Appendix A for procedures related to Policy 2-22: Faculty Evaluation.

\* See Appendix B for the Faculty Evaluation Form

\* See Appendix C for the Colleague Observation Forms (online and face-to-face courses)