Adjunct Faculty Performance Review

Instructor's Name: _____ Term/Year _____

The performance of each adjunct faculty will be evaluated annually based upon student comments, student performance, and classroom performance as determined by the Department Chair, along with any additional comments by the branch campus supervisor, if applicable. The supervisor(s) will review these items and document them by signing below along with the signature of the adjunct faculty member.

1. Student Comments:

The following comments were submitted through the student survey in Blackboard. List below or attach to this review.

_____

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2. Student Performance:

Attach the downloaded files from DAIR dashboard (Academic Affairs) that contain the following information:

1. For each term taught during the year (fall, spring, and summer), the overall success rate for the faculty member
2. For each term taught during the year (fall, spring, and summer), the success rate for the faculty member for each course
3. For each term taught during the year (fall, spring, and summer), the overall success rate for the department.

3. Signatures:

Adjunct Faculty: _____

Department Chair or Coordinator: _____

Classroom Observation

Date:_____

Instructor: _____

Class and Time:_____

Number of Students:_____

Location (to include online if applicable):_____

1. Subject of the Lesson: _____

2. Objectives and Departmental Expectations from the Syllabus:

(Instructors are not expected to cover all objectives in every lesson, but every lesson should address at least one objective, and all of them must be taught before the end of the semester.)

☐ Demonstrates knowledge of subject,
☐ Answers students' questions in respectful manner, Allows students to synthesize and evaluate material,
☐ Uses various modes of content delivery, high impact practices and assessment tools, Meets learning outcomes from the ACGM or WECM, if applicable.

3. Textbooks/Materials used: _____

4. Compliance:

Syllabus linked in BlackBoard _____

Gradebook up to date _____

Attended Dual Credit Annual Meeting (if applicable) _____

Verified Census Rosters on time _____

Submitted Grades on time _____

5. Other comments:

6. Recommendations:

Observed By: _____