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Article 5 – Appendix B

- Bakersfield College
- Cerro Coso College
- Porterville College

## KCCD Faculty Evaluation Faculty Chair Evaluation

Evaluatee	Evaluator	Date
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Rate the performance for each responsibility identified. In some circumstances the responsibility may not apply or you may not be able to assess it. In this circumstance, please rate the item as “Not Applicable/Unable to Assess.”

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable/ Unable to Assess
<b>Leadership:</b>					
1. Serves as the primary communicator for the area of responsibility.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Conducts regularly scheduled meetings for the area of responsibility.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Ensures area representation at appropriate college committees as defined by participatory governance procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Encourages area faculty and classified staff participation in college governance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Maintains cooperative working relationships with campus support services and instructional areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Identifies student needs and recommends strategies for meeting identified needs, in collaboration with area faculty.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Supports and represents disciplines and sub-disciplines within the area equitably.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Facilitates communication and collaboration among staff, faculty and program areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Develops and follows area procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. Encourages area participation in grant, special project, and categorical activities, where appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Curriculum and Programs:</b>					
11. Encourages and supports curriculum development and innovation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. Coordinate the preparation and review of new course outlines and catalog information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. Implements curriculum review/renewal process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable/ Unable to Assess
14. Implements and participates in program review process.	O	O	O	O	O
15. Develops area schedule.	O	O	O	O	O
16. Participates in articulation.	O	O	O	O	O
17. Participates in Educational Master Plan development.	O	O	O	O	O
18. Monitors student enrollment and implements appropriate measures.	O	O	O	O	O
<b>Personnel:</b>					
19. Participates in recruiting and selecting area faculty and classified staff.	O	O	O	O	O
20. Coordinates area orientation for new faculty and staff.	O	O	O	O	O
21. Participates in area faculty evaluations.	O	O	O	O	O
22. Coordinates area adjunct faculty evaluations.	O	O	O	O	O
23. Participates in area classified evaluations.	O	O	O	O	O
24. Participates in the resolution of conflicts between faculty, staff, and students.	O	O	O	O	O
<b>Fiscal:</b>					
25. Develops area budget collaboratively.	O	O	O	O	O
26. Manages area budget.	O	O	O	O	O
27. Advocates for the area in the development of the college budget.	O	O	O	O	O
<b>Administrative:</b>					
28. Works to promote area instructional and student services programs.	O	O	O	O	O
29. Ensures, where applicable, that advisory committees are formed, convened, and documented and have appropriate community and college representation.	O	O	O	O	O
30. Monitors operations and fiscal resources.	O	O	O	O	O
31. Oversees inventory and equipment lists.	O	O	O	O	O
32. Meets prescribed faculty chair timelines.	O	O	O	O	O

33. What specific strengths did you identify in this faculty member?

34. Please list any specific changes needed to strengthen this faculty member's effectiveness.

35. List any other suggestions for improvements this faculty member might take.

36. Other comments or suggestions?

Overall Assessment

Satisfactory

Needs Improvement

Unsatisfactory

Evaluator's Signature	Date
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**Thank you for your participation.**