

## Evaluation of Faculty EOPS or DSPS Director

<b>A. PROFESSIONAL QUALITIES</b>	<b>Meets / Exceeds Expectations</b>	<b>Needs Improvement</b>
<b>Professionalism</b>		
1. Interacts or communicates with peers	<input type="checkbox"/>	<input type="checkbox"/>
2. Accepts constructive criticism well	<input type="checkbox"/>	<input type="checkbox"/>
3. Maintains adequate and appropriate records	<input type="checkbox"/>	<input type="checkbox"/>
4. Submits required information on time	<input type="checkbox"/>	<input type="checkbox"/>
5. Attends required meetings	<input type="checkbox"/>	<input type="checkbox"/>
6. Is regularly available to students	<input type="checkbox"/>	<input type="checkbox"/>
<b>Professional Contributions</b>		
7. Makes appropriate contributions to the discipline/department and assumes an appropriate share of faculty responsibilities	<input type="checkbox"/>	<input type="checkbox"/>
8. Makes appropriate contributions to the college by serving effectively on committees, projects, special assignments, etc.	<input type="checkbox"/>	<input type="checkbox"/>
As provided for in Article 19.D.2.a, describe data and sources used to assess performance on these qualities (Goals set by department, input from department faculty and others, any additional sources):		
Narrative assessment:		
Areas where performance exceeds expectations or where improved performance is needed:		

EVALUATION OF FACULTY EOPS OR DSPS DIRECTOR (continued)

<b>B. KNOWLEDGE, SKILL, AND ABILITY AS FACULTY EOPS OR DSPS DIRECTOR</b>		
	<b>Meets / Exceeds Expectations</b>	<b>Needs Improvement</b>
9. Demonstrates knowledge of area of responsibility including current trends, laws and regulations as related to the program and the position.	<input type="checkbox"/>	<input type="checkbox"/>
10. Understands the requirements, services, and recruitment needs of the student population and program vitality.	<input type="checkbox"/>	<input type="checkbox"/>
11. Communicates clearly and effectively.	<input type="checkbox"/>	<input type="checkbox"/>
12. Provides needed services to eligible students.	<input type="checkbox"/>	<input type="checkbox"/>
13. Understands budget matters relevant to the position that include preparing, budgets monitoring expenses and communicating budget concerns in a timely manner.	<input type="checkbox"/>	<input type="checkbox"/>
14. Demonstrates sensitivity in working with and meeting the needs of a diverse student population and campus community.	<input type="checkbox"/>	<input type="checkbox"/>
15. Is available to students in the program and is responsive to their concerns in a timely manner.	<input type="checkbox"/>	<input type="checkbox"/>
16. Maintains regular work schedule and office hours.	<input type="checkbox"/>	<input type="checkbox"/>
17. Recruits, hires, evaluates, and assigns faculty, classified staff, and student workers effectively.	<input type="checkbox"/>	<input type="checkbox"/>
18. Involves relevant faculty members in program decisions.	<input type="checkbox"/>	<input type="checkbox"/>
19. Maintains accurate records and submits reports in a timely manner.	<input type="checkbox"/>	<input type="checkbox"/>
20. Effectively plans and implements programs and services.	<input type="checkbox"/>	<input type="checkbox"/>
21. Effectively promotes the program and helps recruit students from diverse backgrounds.	<input type="checkbox"/>	<input type="checkbox"/>
22. Provides leadership and organizational support for faculty, staff, and students in the program.	<input type="checkbox"/>	<input type="checkbox"/>
23. Achieves measurable program success.	<input type="checkbox"/>	<input type="checkbox"/>
24. Effectively and appropriately responds to challenges requiring immediate attention.	<input type="checkbox"/>	<input type="checkbox"/>
25. Acts decisively and takes responsibility for outcomes.	<input type="checkbox"/>	<input type="checkbox"/>
26. Develops and maintains working relationships with all constituencies.	<input type="checkbox"/>	<input type="checkbox"/>
27. Maintains professional standards.	<input type="checkbox"/>	<input type="checkbox"/>
28. Consults with administration and any other departments when needed concerning program issues.	<input type="checkbox"/>	<input type="checkbox"/>
29. Participates in professional growth activities.	<input type="checkbox"/>	<input type="checkbox"/>
30. Makes appropriate contributions to the department and to the college while keeping the implementation of the program as the top priority.	<input type="checkbox"/>	<input type="checkbox"/>
31. Accepts constructive criticism.	<input type="checkbox"/>	<input type="checkbox"/>

EVALUATION OF FACULTY EOPS OR DSPS DIRECTOR (continued)

C. Overall Evaluation       Meets/Exceeds Expectations       Needs to improve       Unsatisfactory

D. Commendations/Recommendations (may attach additional sheet)

\_\_\_\_\_  
Appropriate Vice President or Designee

\_\_\_\_\_  
Date

*I have received a copy of this report but my signature does not necessarily indicate my agreement. I understand that any written statement I forward to the Division of Human Resources regarding this report will be attached to the copy, which is filed there.*

\_\_\_\_\_  
Faculty Member

\_\_\_\_\_  
Date