

Name of Faculty Member: _____

B. Knowledge, Skill and Ability as a Librarian	Meets / Exceeds Expectations	Needs Improvement
1. Demonstrates knowledge of library science and service	<input type="checkbox"/>	<input type="checkbox"/>
2. Demonstrates knowledge of current trends and technology in library science	<input type="checkbox"/>	<input type="checkbox"/>
3. Demonstrates knowledge of research methods and resources	<input type="checkbox"/>	<input type="checkbox"/>
4. Assists members of the college community in reaching reference and research objectives	<input type="checkbox"/>	<input type="checkbox"/>
5. Communicates clearly and effectively	<input type="checkbox"/>	<input type="checkbox"/>
6. Creates and maintains an environment conducive to learning	<input type="checkbox"/>	<input type="checkbox"/>
7. Demonstrates knowledge of resources and opportunities available to special needs students	<input type="checkbox"/>	<input type="checkbox"/>
8. Demonstrates ability to work with students one to one and in groups	<input type="checkbox"/>	<input type="checkbox"/>
9. Actively consults with librarians, and other departments to provide students with up- to-date information about changes and new programs	<input type="checkbox"/>	<input type="checkbox"/>
10. Effectively plans and implements department programs and services	<input type="checkbox"/>	<input type="checkbox"/>
11. Facilitates self-reliance in library usage	<input type="checkbox"/>	<input type="checkbox"/>
12. Maintains work schedule	<input type="checkbox"/>	<input type="checkbox"/>
13. Maintains required records and submits reports in a timely manner	<input type="checkbox"/>	<input type="checkbox"/>
14. Functions effectively with a minimum of supervision	<input type="checkbox"/>	<input type="checkbox"/>
15. Demonstrates sensitivity in working with students, faculty, and staff with diverse backgrounds and needs	<input type="checkbox"/>	<input type="checkbox"/>
16. Demonstrates ability to work with colleagues within the library including the department chair	<input type="checkbox"/>	<input type="checkbox"/>
17. Accepts constructive criticism	<input type="checkbox"/>	<input type="checkbox"/>
18. Uses good judgment.	<input type="checkbox"/>	<input type="checkbox"/>

Sources: (state sources of data). Narrative assessment: (insert comments here or attach separate sheet).