

Name of Faculty Member: _____

B. Knowledge, Skill and Ability as a Disabilities Specialist/Instructor	Meets / Exceeds Expectations	Needs Improvement
1. Demonstrates knowledge of discipline	<input type="checkbox"/>	<input type="checkbox"/>
2. Demonstrates knowledge of current trends, laws, and regulations	<input type="checkbox"/>	<input type="checkbox"/>
3. Maintains regular work schedule and office hours	<input type="checkbox"/>	<input type="checkbox"/>
4. Is on time for appointments	<input type="checkbox"/>	<input type="checkbox"/>
5. Is available to confer with students	<input type="checkbox"/>	<input type="checkbox"/>
6. Provides needed services to eligible students	<input type="checkbox"/>	<input type="checkbox"/>
7. Fosters an environment of trust and sensitivity	<input type="checkbox"/>	<input type="checkbox"/>
8. Maintains student confidentiality.	<input type="checkbox"/>	<input type="checkbox"/>
9. Fulfills professional obligations and delivers scheduled services to students	<input type="checkbox"/>	<input type="checkbox"/>
10. Communicates clearly and effectively	<input type="checkbox"/>	<input type="checkbox"/>
11. Establishes a student-teacher relationship conducive to learning	<input type="checkbox"/>	<input type="checkbox"/>
12. Seeks resolutions to student concerns with faculty and administration	<input type="checkbox"/>	<input type="checkbox"/>
13. Maintains required records and submits reports in a timely manner	<input type="checkbox"/>	<input type="checkbox"/>
14. Effectively plans and implements department programs and services	<input type="checkbox"/>	<input type="checkbox"/>
15. Promotes active involvement of student's learning activities	<input type="checkbox"/>	<input type="checkbox"/>
16. Functions effectively with a minimum of supervision	<input type="checkbox"/>	<input type="checkbox"/>
17. Demonstrates sensitivity in working with students, faculty, and staff of diverse backgrounds and needs	<input type="checkbox"/>	<input type="checkbox"/>

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