

COVER SHEET: FULL-TIME FACULTY SELF-EVALUATION

Faculty Member

Name: _____
SF ID Number: _____
Major Instructional Area(s): _____
Period Covering: _____

Courses Taught

Please identify course numbers of all classes taught as part of your contract during this evaluation cycle. Please specify how many sections you have taught of each of these courses.

_____	_____
_____	_____
_____	_____
_____	_____

Non-Instructional Assignment(s)

If any part of your loading for this evaluation cycle has been non-instructional, briefly identify the assignment(s) below.

Peer Recommendations

- Any faculty member being considered for annual contract or continuing contract should submit two letters of recommendation from continuing contract faculty peers. At least one of the letters must be submitted from an instructor in the faculty member’s department. ¹
- Faculty on continuing contract need only include the names of two faculty peers (at least one of whom should be in the faculty member’s department area); no letters are necessary.
- Please list the names of the faculty:
1) _____
2) _____

Additional Materials

Attach documentation responsive to Parts 2 and 4 of the self-evaluation and other relevant materials you wish to provide.

¹ If need arises, chairs may recommend that faculty from other departments or annual contract faculty from the same department write letters of recommendation.

FULL-TIME FACULTY SELF EVALUATION

Part 1: Instruction

1. Describe your efforts in designing courses, delivering instruction, and evaluating student learning. In your discussion, consider your strategies and performance in areas such as:
 - A. Establishing and helping students meet high expectations, goals, and standards
 - B. Providing feedback and enabling student improvement
 - C. Measuring learning through assessments
 - D. Using instructional methods and styles to promote student engagement and competency
 - E. Incorporating technology
 - F. Designing, revising, or reimagining course(s), content, or approaches.

Part 2: Student Retention and Success

1. Include and comment on college-supplied documentation of retention and success for each section you have taught during the evaluation cycle.
2. If any of the following applies, please:
 - A. Include and comment on any additional college-supplied documentation of measures relative to student success other than individual course success and retention data.
 - B. Comment on any other feedback received from employers of students, subsequent academic institutions, licensing or certification bodies, or other groups or individuals as relevant.
 - C. Comment on any other feedback received from faculty, administrators, or other members of the Santa Fe College academic community.

Part 3: Subject Matter Knowledge/Professional Development

1. Discuss your efforts over the evaluation cycle to maintain and enhance the currency and scope of your subject matter knowledge.
2. Discuss any interdisciplinary or other activities over the evaluation cycle that have contributed to your teaching.

Part 4: Results of Student Opinion Surveys

1. Include a copy of student opinion surveys for all semesters of the relevant evaluation cycle.
2. Comment on the results of these surveys, including the following:
 - A. Successes or issues raised by the survey results
 - B. Trends demonstrated by the surveys, within and/or among semesters and within and/or among the different courses you have taught during the cycle
 - C. Efforts you have made to build on successes or to address any issues you have perceived in surveys, including the results of these efforts.
3. Comment on other forms of feedback you may have received from students.

Part 5: Service to Department, College, Community

1. Discuss service that you have provided over the evaluation cycle to:
 - a. Your department
 - b. The College
 - c. The larger community.
2. Discuss plans to provide service in the future.

Part 6: Goals

1. Discuss your progress toward achieving goals established in your previous self-evaluation.
2. Discuss goals for the upcoming evaluation period that reflect your professional needs and interests.

Part 7: Support and Institutional Planning

1. Evaluate the College's support for your efforts during the relevant evaluation cycle.
2. Identify ways in which the College can better support your work and future goals.