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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Self-Assessment: Full-Time Instructor** | | | | | | | | | | | | |
| Name of Instructor: | | |  |  |  | | Department: | |  | |  | |
| Class(es): | | |  |  |  | | Date: | |  | |  | |
|  |  |  | | | | **Excellent** | | **Good** | | **Adequate** | | **Needs Improvement** |
| **NON-DISCRIMINATION** | | | | | | | | | | | | |
| Provide services to students in a manner which does not discriminate as to race, creed, religion, color, national origin, disability, age, sex, sexual preference or marital status. | | | | | | 4 | | 3 | | 2 | | 1 |
| **REMAIN CURRENT** | | | | | | | | | | | | |
| Remain current in respective field(s). Teaching Faculty assigned to programs that train students for employment in fields which require certification or licensure shall possess certification or licensure which meets or exceeds that required for employment in the field. | | | | | | 4 | | 3 | | 2 | | 1 |
| **COLLEGE SAFETY** | | | | | | | | | | | | |
| Maintain College safety standards in work area(s); ensure that students are trained in good safety practices; and make reasonable efforts to ensure that students follow good safety practices. (See Article 27.4, Faculty/AP Agreement.) | | | | | | 4 | | 3 | | 2 | | 1 |
| **COMPLY WITH POLICIES** | | | | | | | | | | | | |
| Comply with published College Policies and Procedures. Management will notify employees of those policies and procedures applicable to their work. | | | | | | 4 | | 3 | | 2 | | 1 |
| **GUIDE STUDENTS** | | | | | | | | | | | | |
| Be responsible for guiding assigned students in meeting their respective educational goals, exercising professional judgment based upon adequate professional knowledge of the subject matter, needs of the individual students, teaching strategy, inter-personal relationships and teaching theory. | | | | | | 4 | | 3 | | 2 | | 1 |
| **INSTRUCT STUDENTS** | | | | | | | | | | | | |
| Instruct students, using approved course content and outcome guides developed by college-wide subject area Faculty. | | | | | | 4 | | 3 | | 2 | | 1 |
| **ASSESS AND GRADE** | | | | | | | | | | | | |
| Assess and grade student achievement of learning outcomes. | | | | | | 4 | | 3 | | 2 | | 1 |
| **USE STUDENT FEEDBACK** | | | | | | | | | | | | |
| Use student feedback to improve teaching. | | | | | | 4 | | 3 | | 2 | | 1 |
| **REVISE/DEVELOP CURRICULUM** | | | | | | | | | | | | |
| Revise/develop courses and curriculum. The development of new courses or the major revision of existing courses shall be in accordance with Article 6.24. | | | | | | 4 | | 3 | | 2 | | 1 |
| **ADVISING AND GUIDANCE** | | | | | | | | | | | | |
| Provide registration, advising and guidance assistance to students. | | | | | | 4 | | 3 | | 2 | | 1 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Excellent** | **Good** | **Adequate** | **Needs Improvement** |
| **ATTEND MEETINGS** | | | | |
| Attend and participate in college-wide, campus/center, division, department and program meetings and activities. | 4 | 3 | 2 | 1 |
| **SAC/COMMITTEES** | | | | |
| Serve on subject area committees and/or such other College committees as assigned. | 4 | 3 | 2 | 1 |
| **RECRUITMENT** | | | | |
| Assist in the recruitment of students. | 4 | 3 | 2 | 1 |
| **MENTORING** | | | | |
| Provide professional assistance to staff and students, including mentoring. | 4 | 3 | 2 | 1 |
| **COLLEGE OPERATIONS** | | | | |
| Provide information and assistance on College operations as requested. | 4 | 3 | 2 | 1 |
| **CONFERENCES** | | | | |
| Compile and/or research data as assigned. | 4 | 3 | 2 | 1 |

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| **Performance of Assigned Duties (7.411) - STRENGTHS/ WEAKNESSES:** |
| **Professional Development (7.412) - STRENGTHS/ WEAKNESSES:** |
| **College Service (7.413) - STRENGTHS/ WEAKNESSES:** |