

Dorothy F. Schmidt College of Arts and Letters  
 Evaluation of Teaching – Adjunct faculty

INSTRUCTOR:	TERM / YEAR:
COURSE(S):	

<b>Definition of Performance Ratings:</b>
<b>Excellent:</b> Performance that is characterized by consistent, exceptional accomplishment of the stated responsibilities throughout the semester.
<b>Above Satisfactory:</b> Performance that is at a level higher than established standards.
<b>Satisfactory:</b> Performance that successfully accomplishes stated responsibilities of the position.
<b>Below Satisfactory:</b> Performance that needs improvement of stated responsibilities.

Critical elements and evaluative measures	Performance Rating	Comments:
Course syllabus: clearly states course description and objectives. Follows university syllabus guidelines.		
Covered what was stated in the course objectives.		
Gave assignments that assisted in learning the material and exams that reflected the course content.		
Informed students as to how they would be evaluated and gave useful feedback on coursework.		
Made the subject interesting and demonstrated their own interest in the subject		
Showed respect for students. Was available to meet with students during office hours.		
Attention to adjunct faculty duties and responsibilities (attendance, classroom management, communication with Department as required).		

**OVERALL PERFORMANCE RATING and Comments:**

\_\_\_\_\_  
 EVALUATOR (IF NOT DEPT. CHAIR)

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 DEPARTMENT CHAIR

\_\_\_\_\_  
 DATE