



Nan	ne: Employee ID #:					
Dep	artment/Discipline:					
Tenu	ure-Track Contract Year 1 2 3 4 Tenured	Adjunct	: Te	mporary/LTT	Other	
Pleas	se check the appropriate box which best describes the employee's performanc	re:				
PRO	DFESSIONAL RESPONSIBILITES	Ca	·	Needs	Haraki farkan	
1.	Demonstrates knowledge and application of appropriate information tools an resources, including current trends and library technology.		tisfactory	Improvement	Unsatisfactory	
2.	Contributes to building, organizing, accessing, and maintaining library collecti	on.				
3.	Supports information literacy needs across the curriculum.					
4.	Employs a variety of successful pedagogical approaches to learning.					
5.	Communicates clearly and effectively with students and other members of the community, both in-person and digitally.	e college				
6.	Promotes an inclusive classroom or workplace environment that is free from harassment, prejudice, or discrimination.					
7.	Is approachable by students and helps them to feel comfortable asking for ass	sistance.				
8.	Interacts with students and colleagues across employee groups respectfully, p and constructively.	oositively,				
9.	Works cooperatively and effectively with library faculty and staff.					
10.	Meets obligations on time; e.g., reports, product/service analysis, records, pladocuments, orders, schedule requests, projects.	anning				
11.	Maintains work schedule, in consultation with other library faculty, staff and limanager.	ibrary				
12.	Demonstrates flexibility in providing coverage to meet the needs of the depart	tment.				
13.	Effectively plans, implements, promotes, evaluates, and accepts feedback on department programs and services.					
	Functions effectively with minimal supervision.					
15.	Demonstrates evidence of participation in professional growth and developm activities.	ent				
16.	Demonstrates evidence of participation in college service activities. (<i>Not requadjunct faculty</i>). Flex activities meet a contractual obligation and are not conscollege service.	-				
17.	Participates in peer review process and serves on peer review committees wh requested (<i>not required for adjunct faculty</i>).	ien				
	e rall Rating ist be consistent with the factor rating, although there is no prescribed formula for compil	ing the				

overall rating.)

SOURCES OF INFORMATION ON WHICH REVIEW IS BASED
Self-Study Student Evaluation of Faculty Performance
Worksite/Classroom Observation Other:
COMMENTS
As performance review is a continuous process, recommendations and commendations should be reduced to writing in the space below. If necessary, provide additional comments and/or recommendations for improvement on a separate sheet of paper and attach it to this document. Specific recommendations for improvement must be given for each number listed in the PROFESSIONA RESPONSIBILITIES section above marked "Unsatisfactory" or "Needs Improvement."
RECOMMENDATION OF PERFORMANCE REVIEW COMMITTEE
Tenured Faculty
Faculty member has successfully completed their performance review. Next review date (3 years):
Faculty member will be reviewed again within the next two semesters to review progress made on recommendations above.
Tenure-Track Faculty (Note: An overall rating of "Needs Improvement" or "Unsatisfactory" for tenure-track faculty may lead to a recommendation to not be offered a subsequent contract or not be granted tenure.)
1 st year review; offered a second-year contract. Not offered a contract.
2 nd year review; offered a third- and fourth-year contract. 3 rd year review
4 th year review; granted tenure. Not granted tenure.
Adjunct Faculty
Rehired for service as needed. 1 st semester review 2 nd semester review Regular review (every 6 semesters)
Peer Evaluator #1: Peer Evaluator #2:
Employee Signature: Date:
(I understand that I may submit a written statement to the Human Resources Office that will be attached to this performance review.)
Administrator Signature: Date: