**COWLEY COLLEGE**

**INSTRUCTOR SELF-EVALUATION FORM**

Instructor Name: ­­Click or tap here to enter text. Date: Click or tap here to enter text.

Department: Click or tap here to enter text.

Cowley County Community College exists to develop responsible involved lifelong learners and to contribute to the vitality of the community it serves. In order to accomplish our mission and to foster our over-arching guiding principle of student-centered learning, how would you evaluate your effectiveness as an instructor?

**TO THE INSTRUCTOR:** The following form allows you to evaluate your teaching. Read the entire sentence. Select the rating that best evaluates you as a faculty member. Use the comments area to support the EP or NA rating. Additional sheets may be used to add additional comments telling of special projects or activities that warrant additional acknowledgement.

 **Rating Scale:**

**EP Exceeds Performance Standards**

**MP Meets Performance Standards**

**NI Needs Improvement of Performance Standards**

**NA Not Applicable**

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| **Knowledge of Subject Matter** | **EP**  | **MP** | **NI** | **NA** |
| 1. I demonstrate depth of knowledge in the subject matter.  |[ ] [ ] [ ] [ ]
| 2**.** Iconnect subject matter with related fields.  |[ ] [ ] [ ] [ ]
| 3. I stay current with subject matter through professional development. |[ ] [ ] [ ] [ ]
| Comments: Click or tap here to enter text. |

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| **Teaching Performance** | **EP** | **MP** | **NI** | **NA** |
| 1. I plan and organize instruction in ways to maximize student learning.  |[ ] [ ] [ ] [ ]
| 2. I employ appropriate teaching and learning strategies, including appropriate technology when available.  |[ ] [ ] [ ] [ ]
| 3. I encourage the development of professional behavior and independent thinking.  |[ ] [ ] [ ] [ ]
| 4. I contribute to the selection and development of instructional materials.  |[ ] [ ] [ ] [ ]
| Comments: Click or tap here to enter text. |

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| **Evaluation of Student Learning** | **EP** | **MP** | **NI** | **NA** |
| 1. I establish and adhere to learning objectives as stated in course procedures.  |[ ] [ ] [ ] [ ]
| 2. I develop evaluation methods that fairly measure student progress toward outcomes.  |[ ] [ ] [ ] [ ]
| 3. I maintain accurate records of student progress, including student grade and attendance reports.  |[ ] [ ] [ ] [ ]
| 4. I provide feedback on class tests and assignments in time to be useful and meaningful.  |[ ] [ ] [ ] [ ]
| Comments: Click or tap here to enter text. |

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| **Participation in College, Department and Program Activities** | **EP** | **MP** | **NI** | **NA** |
| 1. I serve actively on college, divisional and program committees.  |[ ] [ ] [ ] [ ]
| 2. I attend meetings as required by directors, division, program and college administration.  |[ ] [ ] [ ] [ ]
| 3. I participate in professional activities, which contribute to the educational goals of the college and its constituents.  |[ ] [ ] [ ] [ ]
| 4. I respond to information requests and required reports from college, division, and program administrators.  |[ ] [ ] [ ] [ ]
| 5. I support both adjunct and full-time colleagues.  |[ ] [ ] [ ] [ ]
| 6. I contribute to the college community, dedicating myself to the commitments that I have made.  |[ ] [ ] [ ] [ ]
| Comments: Click or tap here to enter text. |

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| **Contribution to the Growth and Enhancement of College Mission and Programs**  | **EP**  | **MP** | **NI** | **NA** |
| 1. I maintain familiarity with college goals, mission, values and long-range plans.  |[ ] [ ] [ ] [ ]
| 2. I contribute to the recruitment and retention of students.  |[ ] [ ] [ ] [ ]
| 3. I adhere to professional ethics and abide by college policies and procedures.  |[ ] [ ] [ ] [ ]
| Comments: Click or tap here to enter text. |

Instructor: Click or tap here to enter text. Date: Click or tap here to enter text.

Department Chair: Click or tap here to enter text. Date: Click or tap here to enter text.

CAO: Click or tap here to enter text. Date: Click or tap here to enter text.

The signature of the instructor does not signify that the instructor agrees with the comments of the observer, only that the instructor has read and reviewed this form. Typing your name on this line constitutes your eSignature. Further, the instructor has the opportunity to respond to this observation within five business days.