Appendix: Lecturer Evaluation Form

Part 1: Information [to be filled out by college office]

*Name: Department:*

*Type of Appointment:* Academic Term; Academic Year; Three-Year; Multiterm

*Time base:* (1.0) (˂ 1.0)

*Period under review:* (Term) to \_ (Term)

*Courses taught during the evaluation cycle:*

Part 2: Evaluation [to be filled out by committee]

*Provide a summary evaluation of the quality of performance in the following areas.*

1. *Teaching.* Comment on Command of the Subject Matter, Course Design/Preparation, Instructional Material and Organization, Effectiveness in Instruction, and Academic Assessment of Students, using information from the following sources. (Not all sections may be applicable. For example, classroom visitation reports and SOTEs may not be available in the WPAFs of lecturers with entirely supervision assignments.)
	1. Classroom Visitation reports
	2. SOTEs
	3. Other information found in the WPAF
2. *Research, scholarly or creative contributions (if applicable)*
3. *University and/or community service (if applicable)*

If a lecturer is eligible for a three-year appointment or for a subsequent appointment, indicate whether the lecturer’s performance is satisfactory or unsatisfactory and provide reasons for your evaluation*.*

 Satisfactory Unsatisfactory

Signed and dated by:

[NAME OF COMMITTEE CHAIR, DATE] [NAME OF DEPT. CHAIR, DATE]

[NAME OF COMMITTEE MEMBER, DATE] [NAME OF COMMITTEE MEMBER, DATE]

[More signatures may be added as needed.]

Reviewed by [NAME OF DEAN; DATE]