

MONTGOMERY COLLEGE
Summary for Part-time Faculty Comprehensive Evaluation

Instructions: The part-time faculty member will undergo a comprehensive evaluation every three years at a minimum, consisting of a review of the following: classroom observations, student evaluation information on file, review of instructional materials on file (e.g., syllabi, handouts, tests, assignments) and any other materials the part-time faculty member chooses to submit. **P&P 36001.V.**

Name of Faculty Member _____ Semester/Year _____

Evaluator's comments on the following areas, as appropriate.

	AREAS RECOGNIZED AS STRENGTHS	AREAS NEEDING ATTENTION OR IMPROVEMENT
Classroom observations		
Advising/Counseling observations		
Instructional materials		
Student evaluations		
Other duties as assigned		

OVERALL, THE ABOVE NAMED PART-TIME FACULTY MEMBER'S EVALUATION WAS:

Satisfactory

Unsatisfactory

Signature of Evaluator

Date

Signature of Course/Discipline Coordinator **

Date

Signature of Chair

Date

Signature of Dean/Associate Dean

Date

Signature of Faculty Member *

Date

*Signifies only that the faculty member has read the report and does not necessarily imply concurrence with judgments made.

** As appropriate