



Temporary Faculty Evaluation

Please read the CSU Stanislaus Evaluation Policy & Procedures for Temporary Faculty included under the Faculty Eval and RPT tab in the Faculty Forum on Blackboard. In addition, there has been an Amendment to the 33/AS/13/FAC Policy on Student Evaluation of Teaching* (Previously 3/AS/89FAC). Please see the following statement,

“All faculty unit employees and administrators who teach are required to conduct student evaluations in no less than 50% of all courses per year with a minimum of one course per semester using the IDEA Short Form or approved substitute(s). Faculty unit employees and administrators teaching one or two classes annually shall have all classes evaluated. UEE courses are not part of the 50% as required by the Unit 3 faculty contract. The classes to be evaluated shall be jointly determined in consultation between the faculty unit employee and his/her department chair. In the event of disagreement, each party shall select 50% of the total courses to be evaluated. The department chairperson may approve evaluation of additional courses if requested by the instructor.”

Both new and current three year temporary faculty are evaluated in their 3rd year (and every three years thereafter) and are rated either Satisfactory or Non-Satisfactory. A minimum score of 3 (three) is required in all areas on the evaluation in order to receive a Satisfactory evaluation. The Evaluation tool follows on p. 2-3.

*A copy of the full amendment is located in the Faculty Forum on Blackboard.

School of Nursing Temporary Faculty Evaluation Criteria



Faculty NAME:

4 – Exceeds Expectations, 3 – Meets Expectations, 2 – Improvement Needed, 1 – Does Not Meet Expectations

Evaluation Criteria	4	3	2	1	N/A	Comments:
Teaching Proficiency						
IDEA evaluations meet expected outcomes for teaching proficiency within the SON.						
Course syllabi are complete and appropriate to the course/s taught.						
Teaching materials are suitable and appropriate for the courses taught.						
Knowledgeable in the content area.						
Organized and well prepared for class.						
Maintains an atmosphere that facilitates learning.						
Treats students fairly and with respect.						
Grades and returns assignments in a timely manner.						
Grades appropriately.						
Communication						
Maintains office hours per SON and University policy.						
Attends scheduled content area meetings.						
Remains current on curricular issues and changes within the SON by attending faculty meetings or reading minutes from faculty meetings.						
Communicates effectively and appropriately with staff and faculty within the SON.						
Communicates effectively and appropriately with staff and faculty within the University.						
Departmental and University Policies & Procedures						
Holds classes as scheduled (dates and times).						
Accurately completes and submits census reports in a timely manner.						
Accurately completes Program Evaluation Materials including course evaluations, surveys, etc.						

Faculty requirements are completed and submitted to the nursing office in a timely manner including current resume, nursing license, PPD, & CPR.						
--	--	--	--	--	--	--

Performance for this evaluation period is: Satisfactory Unsatisfactory

Faculty Member Signature

Date

Evaluator Signature

Date