

LOS ANGELES TRADE-TECHNICAL COLLEGE

Faculty Self-Assessment

Instructor: _____ Discipline: _____

Sem/Yr: _____

The purpose of the faculty evaluation process is to improve instruction. Use information from previous evaluations (if applicable), classroom observations, and your own observations and experiences in completing this form. During your input into your Basic or Comprehensive Evaluation with your department chair, peer review committee, or other designated evaluator provide this form so it may be reviewed. The purpose of the assessment will be to commend strengths, identify areas for growth, and focus on planning for improvement in at least one area of instructional performance.

I. Professional Development/Performance

1. Briefly identify areas in which you are enhancing your knowledge of content and of teaching methods in your field.

2. Identify some current objectives related to your continuing professional growth as an instructor.

II. Classroom Instructional Performance

1. Name your...

a) Strengths:

b) Areas for improvement:

2. Assess the following skills (provide a brief paragraph for each item below):

a) Syllabus is current and includes the primary objectives, grading procedures, number and point value of tests and their approximate dates and other required syllabus items (for required syllabus items refer to the LATTC Course Syllabus Checklist).

b) Availability to students to assist them in achieving course objectives.

c) Encouragement of students to seek assistance in areas which would help them improve their performance (math, reading, writing) and knowledge of referral options.

3. Analysis of tests and assignments with respect to the following (provide a brief paragraph for each item below):

a) **CONTENT:** The tests and assignments maintain a consistent relationship with course objectives.

b) **CONSISTENCY:** The test questions are asked at the same thinking level as class activities, teaching presentations, and learning materials.

c) **EFFECTIVENESS:** Test results are used to evaluate/change instructional methods.

III. Improvement of Instruction

1. What steps have you taken to improve your instruction during the past year?

2. What steps will you take in the next year to improve your instruction?

IV. Professional Obligation

1. Describe your involvement in discipline, department, and college activities which may include but are not limited to: evaluation of student performance, curriculum development, sponsorship of co-curricular groups, college or district committee work, faculty meetings, or in-service training or staff development.

2. Describe the steps that you take toward ensuring the timely (by due date) submittal of permanent rosters, grade report forms, and exclusion rosters.

V. Improvement Planning

1. What suggestions do you have for topics to be addressed during faculty development workshops?

2. Other comments and ideas (use back, if necessary).

Faculty Member Name

Signature

Date