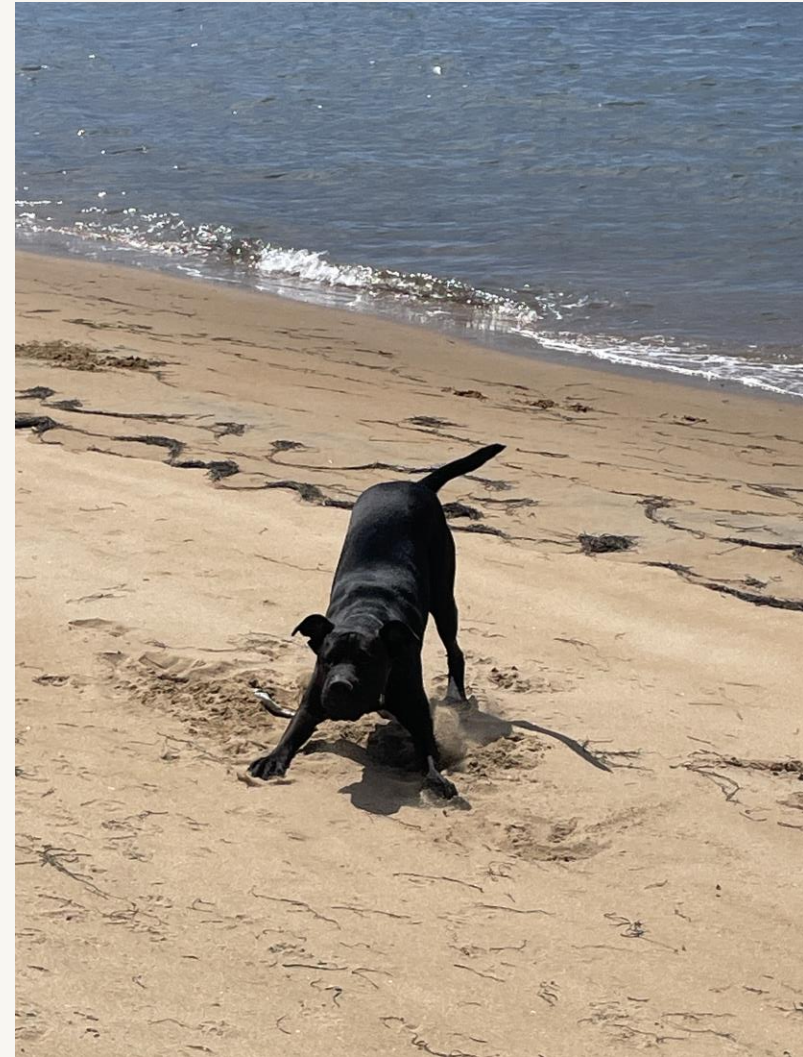


Fall 2025 New Hires Presentation

The Tenure Track Evaluation Process

It's the end of
Week 3...How
are you feeling?
Ready to go...



Or...

- Ready for a nap?!

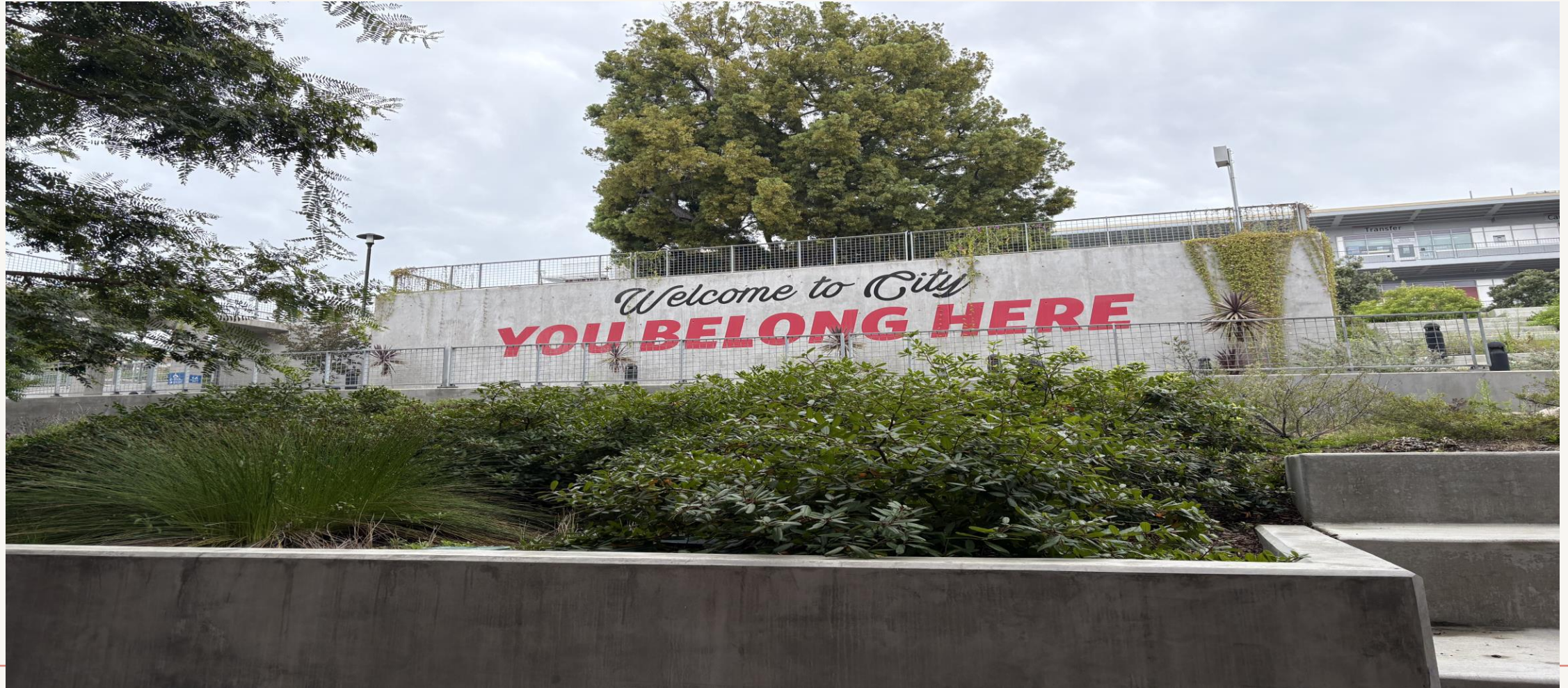
Make sure to take advantage of resources available to you as faculty here at City College!



What does the evaluation process feel like to you?



I want you to feel SUPPORTED!



Overview of Evaluation Progress

Years 1-3: Probationary Evaluation each fall semester

Year 4: Promotional Tenure Evaluation/Promotion to Associate Professor

Year 6: SPRING Biennial Evaluation

Year 8: Promotional Evaluation/Promotion to Full Professor

TRIENNIALS

- Triennial evaluations are for tenured faculty and take place every 3rd year in the spring semester.
- Following the first Triennial, every other 3 year evaluation can be a “mini” which means that the “committee” is only a peer evaluator.

Performance Review File (PRF) Requirements

- Current syllabi
- Updated CV
- Self-evaluation statement
- Faculty Appraisal form (two sides)
- Letters of Appraisal
- Statistical reports of student evaluations with original student forms

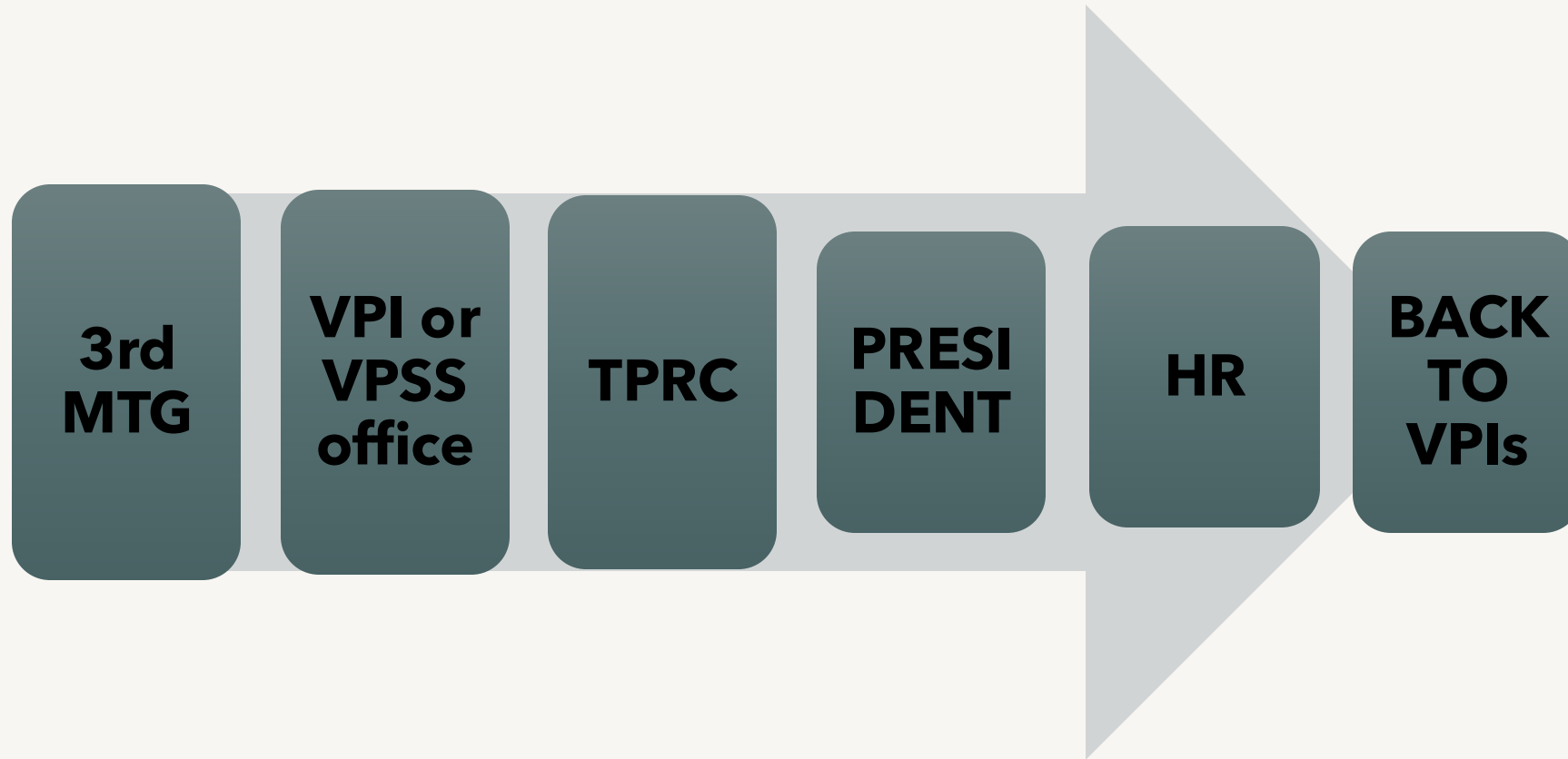
Domains of Appraisal: Counseling Faculty

- Development, Coordination, and Implementation of Student Services Activities
- Professional Counseling Skills
- Counseling–Specific Subject Matter Mastery
- Interpersonal/Personal Skills

Domains of Appraisal: Teaching Faculty

- Subject Matter Mastery
- Preparation for Teaching
- Teaching
- Coaching and Counseling Skills
- SDCCD Knowledge and Involvement

Movement of PRF



Excited yet?



Student Evaluations

- ALL contract faculty are obligated to obtain feedback from students via our student evaluation processes.
- In years 1-4, contract faculty are required to survey 2 courses per semester. Tenured faculty are required to survey 2 courses per year.
- Counseling faculty are expected to obtain 35 individual student responses per semester.

Student Evaluations (Teaching Faculty)

The screenshot shows the College Faculty Dashboard in a Chrome browser. The browser tabs include 'Employees | San Diego Comm...', 'College Faculty Dashboard', and 'Dashboard'. The address bar shows the URL: myportal.sdccd.edu/psc/IHPRD/EMPLOYEE/EMPL/c/NUI_FRAMEWORK.PT_AGSTARTPAGE_NUI.GBL?CONTEXTIDPARAMS=TEMPLATE_ID%3aPTPPNAVCOL&scname=XIH_FACULTY_SELF_SERVICE&PanelCollapsible=Y&PTPPB_GROUPLET_I...

The dashboard is titled 'College Faculty Dashboard' and features a sidebar with navigation options: College Faculty Dashboard, Faculty Schedule, Faculty Information, College Faculty Dashboard, Employee Dashboard, and Finance Dashboard.

The main content area is divided into several sections:

- Faculty Announcements:** Contains news items such as 'Announcing new SDCCD Job Board for Students - Handshake', 'Spring 2022 Student COVID-19 Guide for Faculty and Staff', and 'Accessibility Standards Update - Please Read'. A 'View All Announcements' button is present.
- College Faculty Schedule:** Displays a table of courses for Spring 2022 and Fall 2022. The 'Spring 2022' tab is active.
- Calendar and Deadlines:** Shows a calendar for Summer 2022 and Fall 2022. Key dates include: 04/18/2022 - Application Deadline to Receive Registration Appointment; 04/18/2022 - CLASS DEADLINE DATES - Summer; 04/18/2022 - Summer 2022 Class Schedule Available Online; 05/02/2022 - Priority Registration Begins; 05/16/2022 - Open Registration Begins for Summer.
- Faculty Quicklinks:** Provides shortcuts to various services: TEXTBOOK REQUISITIONS, CLASS SEARCH, CURRICUNET, FLEX, CANVAS, TASKSTREAM, FACULTY EVALUATIONS, and PERSONAL INFORMATION.
- Faculty Assignments:** Shows a table of assignments for Fall 2021 and Fall 2022. The 'Fall 2022' tab is active.
- Documents and Forms:** Includes a 'Help and Support' button.

The bottom of the screenshot shows the Windows taskbar with various application icons.

Student Evaluation (Counseling Faculty)

We are FINALLY re-establishing a process to consistently collect student feedback for individual counseling sessions using Qualtrics and a QR code to be distributed to students following appointments. Please look for an email explaining the new process. I hope to get this out next week after receiving training from the District on how to access the data once students have submitted their surveys.

Evaluation Meetings

MEETING 1: Instrument Modification—the committee convenes to review the faculty appraisal form, and discuss the process, and to set dates for the 2nd and 3rd meetings, and for the faculty member to submit their PRF materials.

MEETING 2: Data Integration—Committee members (without the evaluatee present) agree on summary ratings and prepare the Faculty Appraisal form

MEETING 3: Review and Summary—Committee members and the evaluatee review the committee's findings and sign the Appraisal form.

Information Overload?



- I am happy to answer your questions as they occur to you throughout the semester, so feel free to email or call me.

I am here to help

- Audrey Breay
- AH 515E
- 388-3414
- Cell: 619-843-9667
- abreay@sdccd.edu

