GROSSMONT/CUYAMACA COMMUNITY COLLEGE DISTRICT

PEER/MANAGER
COUNSELOR EVALUATION FORM

Instructor: __________________________  Course: __________________________  Date: __________________________

Evaluation statement prepared by: ____________________________________________________________

Categories for evaluation are based on the official Job Description and include the following:

A. Subject Matter Mastery:
   Command of counseling/problem solving skills
   Communication of accurate information

B. Organizational Skills
   Preparation for counseling sessions
   Ability to relate knowledge to students’ needs

C. Counseling Skills
   Effectiveness of counseling approach used
   Responsiveness to students
   Availability to students
   Counseling session climate created
   Awareness of student differences
   All materials required of students are ADA compliant

D. Professional Skills
   Evidence of professional growth
   Quality of professional relationships
   Department, Division, College and District requirements are followed
   Related duties as specified in the official Job Description

COMMENTS/SUGGESTIONS

__________________________________________________________________________________________

The instructor meets the standards for employment at this institution.

Strongly Agree  □ 4.5 □ 4 □ 3.5 □ 3 □ 2.5 □ 2 □ 1.5 □ 1 □ Strongly Disagree

RECOMMENDATIONS (in accordance with contract sections 5.5.2.14., 5.6.2.2, 5.6.5.1, 5.7.5.1 requires a written response from evaluatee within ten working days of receipt of Summary Report)

_____________________________________________________________________________________

Evaluator __________________________  Date __________________________
GROSSMONT/CUYAMACA COMMUNITY COLLEGE DISTRICT

PEER/MANAGER
LIBRARIAN EVALUATION

Instructor:  
Course:  
Date:  

Evaluation statement prepared by:

Categories for evaluation are based on the official Job Description and include the following:

A. Subject Matter Mastery:
   Command of library procedures and materials
   Communication of library methodologies (materials use and search strategies)
   Knowledge of relationship of content to student needs

B. Organizational Skills
   Preparation for library orientation sessions
   Relationship of content to course objectives

C. Teaching Skills
   Effectiveness of techniques used in reference interviews
   Effectiveness of teaching methods used
   Responsiveness to students
   Availability to students
   Classroom climate created
   Awareness of student needs and differences
   All materials required of students are ADA compliant

D. Professional Skills
   Evidence of professional growth
   Quality of professional relationships
   Department, Division, College and District requirements are followed
   Related duties as specified in the official Job Description

COMMENTS/SUGGESTIONS

The instructor meets the standards for employment at this institution.

Strongly Agree  5  4.5  4  3.5  3  2.5  2  1.5  1  Strongly Disagree

RECOMMENDATIONS (in accordance with contract sections 5.5.2.14., 5.6.2.2, 5.6.5.1, 5.7.5.1 requires a written response from evaluee within ten working days of receipt of Summary Report)

Evaluator  
Date  