# GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

## **PEER/MANAGER**

## **DSP&S SPECIALIST/COUNSELOR EVALUATION FORM**

## Counselor/Specialist:

Date:

Evaluation statement prepared by:

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

Problem solving ability.

Communication of accurate information with regard to services and disability related accommodations.

Responsiveness to students. Availability to students.

Knowledge of program support services.

Sensitivity to individual needs of diverse students with disabilities. Evidence of professional growth.

Quality of professional relationships.

Ability to identify and document eligibility for services. Related duties as specified in the official Job Description.

The peer/manager observation shall be administered during a classroom observation or an hour-long observation of counseling/advising. A single counseling/advising or several appointments may be observed during the one-hour period. The overall peer/manager review shall focus on the criteria noted on the peer/manager evaluation. For tenure track, there will be two (2) peer and one (1) manager evaluation and for part-time and regular faculty, one (1) peer and one (1) manager evaluation.

**COMMENTS**

04-0809-004

# COMMENTS:

## The Specialist/Counselor meets the standards for employment at this institution. Strongly Agree 5 4 3 2 1 Strongly Disagree

**RECOMMENDATIONS**

## EVALUATOR DATE