

COMMUNITY COLLEGE OF VERMONT FACULTY EVALUATION POLICY

See also:

Faculty Development Policy

Faculty Records Policy

March 3, 2015

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POLICY

CCV is committed to faculty evaluation in order to improve learning outcomes in academic courses and programs; offer enhanced support and feedback for CCV instructors; and create active, reflective, and responsive learning environments. Faculty evaluation is viewed as a shared responsibility between CCV faculty and academic staff and is anchored to the College's mission and Principles of Good Teaching and Learning.

PROCEDURES

In order to foster a culture that values continuous learning and improvement and a commitment to excellence in teaching with a focus on student success, the following procedures are used for the evaluation of CCV faculty:

1. In their first year of teaching for CCV, all faculty will be evaluated in the course(s) they teach.
2. Faculty will be formally evaluated once during their first four years as a bargaining unit member and once every four years thereafter.
3. Faculty evaluations shall be conducted according to the following procedures:
 - a. Each component of the faculty evaluation process will be conducted in compliance with the timelines and requirements specified in the CCV United Faculty Agreement.
 - b. A supervising coordinator shall provide reasonable notice to the faculty member that s/he is going to be observed.
 - c. The written faculty evaluation may include the following information: classroom observations, student feedback, professional development experiences, completion of contractual obligations, feedback from colleagues and the faculty member's own self-reflection.
 - d. The supervising coordinator will review the evaluation with the faculty member, who may choose to add his/her own written comments, and then submit it to the academic dean's office to be retained as part of the faculty member's personnel file.