

Part-Time Faculty Performance Review SUMMARY

Faculty Name: _____ Date: _____
Faculty Title: _____ Department: _____
Evaluation Period: _____ Chair: _____

Overall evaluation of part-time faculty members focuses on two areas: 1) teaching experience and effectiveness; and 2) professional accomplishments. *Service to the department or college is not required but should be acknowledged as part of professional accomplishments.* There is no institutionally prescribed weighting of these areas; each Department develops its own specific weighting based on departmental priorities.

A detailed and informative CV or professional résumé must accompany the performance review. An official transcript of highest academic degree must accompany this submission if one is not already on file at Human Resources or issued by ArtCenter.

Teaching Experience and Effectiveness	Substantive data from student evaluations of courses and instructors. Years of employment and courses taught at ACCD and other institutions. Mentoring. Department Chairs' and Academic Coordinators' observations (considerations should include: instructor demonstrated knowledge of the subject; instructor makes student learning a priority; syllabus clearly states the course objectives; students' responsibilities and requirements were clear; the class met as scheduled).
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Professional Accomplishments	Faculty members' documents of accomplishments that include detailed list of activities in their field or fields outside of Art Center, and any other information that might positively reflect on the application. This may include internal or external peer review; pedagogical, academic and/or practice-based research; production (design and art practice); publication history; exhibition history; awards and other recognition(s); and degree(s) and education.
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Diversity, Equity and Inclusion	Documented commitment to fostering diversity, equity and inclusion at ArtCenter and in professional activities. This may include online or in-person DEI training, participation in DEI events (such as DesignStorms, DesignMatters, workshops, symposia, etc.), serving on hiring/search committees promoting DEI, infusion of DEI content into curriculum, etc.
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Teaching Experience and Effectiveness See attached self-study.

Professional Accomplishments See attached self-study.

Diversity, Equity and Inclusion See attached self-study.

Faculty Member Signature Date

Dept. Chair Signature Date

Associate Provost for Faculty Affairs Signature Date

Provost Signature Date