

Pasadena Area Community College District

**Evaluation - Library Faculty**

Employee \_\_\_\_\_ Division \_\_\_\_\_

Evaluator \_\_\_\_\_ Date \_\_\_\_\_

**Performance Indicators:**

Check mark the appropriate box:

	Excellent	Satisfactory	Needs improvement in Specific Area(s)	Unsatisfactory	Not Observed
Promotes access to and use of Library					
Is approachable and relates well with students					
Communicates information clearly, concisely, and effectively					
Conducts reference interviews and answers questions for students, faculty, staff, and community members					
Teaches information competencies in class orientations, at the reference desk, and/or credit classes					
Assists in building, organizing, and maintaining the Library collection					
Maintains collegial relations with members of the college community					
Serves as a liaison to specific academic divisions					
Assists faculty with the integration of library resources into specific curricular areas					
Contributes to the College's shared governance through active participation in library and intercampus committees and activities					
Participates in professional developmental activities					
Demonstrates sensitivity in working with students of diverse racial and ethnic backgrounds, sexual orientation, skill levels and physical and mental disabilities					
Participates in SLO or SSO assessments					

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It is suggested that the evaluator consider both strengths and suggestions for improvements.

Overall (for adjunct faculty). For full time faculty, enter Overall on Summary Evaluation.

Satisfactory	Improvement Needed*	Unsatisfactory**
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\*Re-evaluate next opportunity  
\*\*Not recommended for re-hire

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Employee (signature): \_\_\_\_\_

Employee (print name): \_\_\_\_\_ Date \_\_\_\_\_

\*I will submit an addendum to this report: \_\_\_\_\_ Date \_\_\_\_\_

\* Addendum must be submitted within ten (10) working days after copy of this report is reviewed and signed.