

Serban, Andreea

From: Hirsh, Deborah
Sent: Friday, November 01, 2013 2:58 PM
To: Wes Bryan; Harkins, Dennis; Adrian, Lori
Cc: Serban, Andreea; Mendoza, Robert; Omid Pourzanjani; Rodriguez, Vince; Weispfenning, John; Jones, Andrew; Andrews, James; Poshek, Joseph; Gregg Carr
Subject: Corrected Procedure for CFE Part Time Faculty to Ensure Faculty Evaluations Reflect Use of SLOs to Improve Student Outcomes

Presidents,

I made an error with regards to Part Time Faculty in the CFE (50-75%):

Please correct the procedure to use the Faculty Evaluation Report found in Appendix B on page 88 (or 90 if Counselor) and use section entitled "Additional Comments by evaluators" on the second page to specifically address use of SLOs by these CFE represented Part Time Faculty.

Part Time Faculty represented by CCA must use the Part Time Faculty Evaluation Form discussed in subparagraph 2) below.

Regret inconvenience.

Deb

Sent from my iPad

On Oct 31, 2013, at 12:11 PM, "Hirsh, Deborah" <Dhirsh@mail.cccd.edu> wrote:

> Presidents,

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> As we prepare our response to ACCJC findings relative to ensuring that the use of SLOs to improve student outcomes is a component of faculty evaluations, we have developed an interim solution pending the completion and ratification of new faculty collective bargaining agreements that will specifically address SLOs on the evaluation forms.

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> Effective immediately, please ensure the following:

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> 1) For Full Time Faculty Evaluations of CFE members: Administrators must specifically address the use of SLOs by faculty on the Administrator Evaluation form found on Page 94 in Appendix B of the CFE bargaining agreement. They should, as a minimum, indicate SLO usage by individual faculty members in subparagraph D "Participates in Department/Division Activities." If the faculty member is deficient or exemplary in the use of SLOs, this can be addressed in the comments section.

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> 2) For Part Time Faculty Members represented by both CFE and CCA: Administrators must specifically address the use of SLOs by faculty on the Part Time Faculty Evaluation Form found on page 23 in Appendix C of the CCA bargaining agreement under the first paragraph entitled, "Evaluator's Description of Observation." Since evaluators are required to consider all teaching materials, including the syllabus, in evaluation of part time faculty, this is the most appropriate place to discuss the evidence of the use of SLOs by part time faculty. If found deficient, that can be discussed in the comments section describing ways the faculty member can improve instruction.

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> As it is critical that the colleges have evidence of the evaluation of SLO use by faculty, it may be helpful to develop a checklist to ensure this occurs for all faculty evaluations going forward.

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> CFE has conceptually agreed to language in the newly negotiated evaluation article and Dean Mancina and I have drafted a joint letter to that effect that will be signed tomorrow. But since we do not have a completed or ratified new contract at this time, we have to ensure a viable interim solution. We also will approach CCA to negotiate new definitive language for part time faculty evaluations.

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> Deb

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> Sent from my iPad