

Nurse Performance Review

Name: _____ Empl ID: _____ Discipline: _____

Location: ARC CRC FLC SCC Dates: (From) ____/____/____ (To) ____/____/____

Tenure-Track Contract Year 1 2 3 4 Tenured Adjunct Procedure: A B Temporary (LTT) Special

A. PROFESSIONAL SELF-STUDY SUBMITTED (except 1st year)

Please check the appropriate box which best describes the employee's performance

B. PROFESSIONAL RESPONSIBILITIES

TEACHING SKILLS AND CLASSROOM MANAGEMENT

	Unsatisfactory	Needs Improvement	Satisfactory
1. Communicates in a clear, appropriate and concise manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Displays competence in oral and written expression.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Listens effectively to student questions and concerns.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Adjusts methodologies and is sensitive to students/clientele with diverse and/or special needs and/or cultural differences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Uses a variety of assessment and education techniques.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Makes effective use of health education and community resource materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INSTRUCTIONAL ORGANIZATION AND PLANNING

7. Encourages critical thinking, questioning, and the development of student/client self-responsibility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Is courteous and respects the dignity of each client.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Promotes an inclusive environment that is free from harassment, prejudice or bias.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Maintains clear, legible, and timely client records and reports; maintains confidentiality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Maintains required schedule; makes oneself available to students/clients.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PROFESSIONAL GROWTH AND CURRENCY

12. Meets obligations on time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Works cooperatively and effectively with others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Maintains current knowledge of field in performance of assignment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COLLEGE-WIDE PARTICIPATION AND POSITIVE RELATIONSHIPS

15. Demonstrates evidence of preparation, planning, organization, and implementation of health services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Demonstrates evidence of participation in college service activities as defined in Section 4.1.3.*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Orients and participates in the evaluation of health services staff; participates in performance review process and serves on performance review committees when requested.*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Overall Rating

	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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(must be consistent with the factor rating although there is no prescribed formula for compiling the Overall Rating)

C. SOURCES OF INFORMATION ON WHICH REVIEW IS BASED

- Self-Study Student Review of Nurses Equity Reflection
 Worksite Observation Mid-Semester Review Date: _____ (Dean Initials)
 Other _____

* Not required for adjunct faculty.

D. As performance review is a continuous process, recommendations and commendations should be reduced to writing and must be attached to this document. Specific recommendations for improvement must be given for each category in Section B marked "unsatisfactory" or "needs improvement."

E. RECOMMENDATION OF PERFORMANCE REVIEW COMMITTEE

TENURED FACULTY

- Faculty member has successfully completed performance review. To be reviewed in three years using: Procedure A Procedure B
 Faculty member to be reviewed again in one two years to review progress made on performance review recommendations.

TENURE-TRACK FACULTY

- Be offered a second year contract. Not be offered a contract.
 Be offered a third and fourth year contract. Not be granted tenure.
 Be granted tenure.

Note: An Overall Rating of "needs improvement" or an "unsatisfactory" in any part of B above for tenure-track faculty may lead to a recommendation to not be offered a subsequent contract or not be granted tenure.

ADJUNCT FACULTY

- Be rehired for service as needed. Next review using: Procedure A
 Not be rehired. Procedure B

Note: Faculty with 2nd level preference who also have a 0.6 FTE preference load may have their preference load reduced to 0.4 FTE if their most recent performance review is overall less than satisfactory (4.10.6). Faculty with 2nd level or 3rd level preference may lose all preference after two consecutive less than satisfactory reviews (4.10.8.1).

Faculty Reviewer Date

Employee Date
(I understand that I may send to the District Human Resources Office a written statement that will be attached to this performance review.)

Faculty Reviewer Date

Administrator Date

Reviewing Administrator Date