

## APPENDIX E-4

### Self-Evaluation Report: Probationary Faculty

Evaluatee: \_\_\_\_\_  
(please print)

1. Self-evaluation is a part of the evaluation process. Please provide to the Tenure Review Committee a portfolio of documentation including a written statement and/or materials addressing how you have met all contractual obligations to the District in regards to the Professional Standards (LBCCFA Master Agreement, Article 10.3). The professional standards are also set forth in Appendix E-5 (Committee Member Evaluation Worksheet).

Include in your portfolio the following factual information:

- a) Submission of a syllabus for each class section
  - b) Evidence of written/critical thinking assignments required for all 0-400 band classes and encouraged for 600 and 800 band classes
  - c) Use of variety of delivery methods
  - d) Timely submission of required reports, records, and documentation
  - e) Maintenance of office hours
  - f) Involvement in an on-going program of reading/research to maintain proficiency and growth
  - g) Utilization of effective pedagogical techniques in order to enhance the communication of ideas and promote optimal learning, critical thinking, and performance skills
  - h) Other pertinent information you wish to share with the evaluation committee
2. List activities for college service hours (Article 11.2.1 and 11.6.2).

3. List any activities and/or professional development in which you have engaged recently that demonstrates your on-going commitment to critique, improve, and enhance what you do in the classroom to positively impact the teaching and learning process for students.

\_\_\_\_\_  
**Evaluee Signature**

\_\_\_\_\_  
**Date**