

## APPENDIX E-8.G

### STUDENT EVALUATION PROCESS SCRIPT

*Statement to be read to students by evaluation committee member prior to evaluations being distributed:*

I am a committee member of your instructor's tenure review committee. Long Beach City College is committed to upholding its mission. Today you are being asked to evaluate your instructor in this course. Please answer each question thoughtfully and answer honestly. The information you provide regarding the instructor may be used in the future to improve the course. Please be thoughtful and constructive in your feedback as it is valuable to your instructor.

Your responses are confidential. You do not have to write your name on the evaluation.

The instructor has left the room while this evaluation is being conducted.

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