

**LAKE-SUMTER STATE COLLEGE**  
**FACULTY PERFORMANCE REVIEW**

**XID:**

**Faculty name:** \_\_\_\_\_ **Rank:** \_\_\_\_\_

**Department:** \_\_\_\_\_ **Evaluator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

All faculty shall be evaluated annually by the appropriate department chair or designated supervisor on the following three areas: teaching excellence; service to the college and the State; and service to the profession and professional growth. Teaching excellence may be evaluated with classroom observation, as appropriate.

Annual contract faculty *must* receive an instructional observation every year; instructional observation should occur every three years or as needed for continuing contract faculty.

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**INSTRUCTIONAL OBSERVATION**

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|-------------------------|--|
| <b>5 = Outstanding</b>  | <b>2 = Needs Improvement</b>                   |
| <b>4 = Excellent</b>    | <b>1 = Seriously Deficient or Unacceptable</b> |
| <b>3 = Satisfactory</b> | <b>0 = Not Applicable</b>                      |

**1. Demonstrates pre-class preparedness**

**Comments:**  
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**2. Demonstrates knowledge of subject matter**

**Comments:**

**3. Presents material clearly, comprehensibly,  
effectively**

**Comments:**

**4. Uses media and supporting materials  
effectively, if appropriate**

**Comments:**

**5. Responds effectively and respectfully  
to student questions and comments**

**Comments:**

**6. Uses time efficiently to cover material**

**Comments:**

**7. Stimulates student involvement and  
critical thinking**

**Comments:**

**8. Demonstrates positive classroom demeanor**

**Comments:**

**Additional evaluator comments:**

**Instructor's comments:**

**Evaluator's signature: \_\_\_\_\_ Date: \_\_\_\_\_**