

Curriculum Coordinator's Self Evaluation

Curriculum Coordinator _____

Division _____

Date _____

The Curriculum Coordinator should be evaluated according to the following rubric by marking the appropriate box.

- 4 Exceeds Expectations
- 3 Meets Expectations
- 2 Needs Improvement
- 1 Unsatisfactory
- 0 or NA Not Applicable

Please Note—there is a comment section at the end of the form for providing additional information. Performance appraisal will be done in the fall, and the evaluation period will be the previous academic year, fall and spring. **Anything other than a 3 must be explained in the comments section.*

(A detailed list of duties/responsibilities is distributed in the body and the Appendices of the Faculty Handbook.)

	4	3	2	1	0
<i>Curriculum Development</i>					
<i>Scheduling</i>					
<i>Staffing</i>					
<i>Budgeting</i>					
<i>Service to Students</i>					
<i>Service to College</i>					

Total Point Average: _____

UNIQUE CONTRIBUTIONS

Please identify and explain any unique contribution(s) during this evaluation period.
(Attach additional sheet if necessary.)

COMMENTS:

Curriculum Coordinator's Signature

Date