

Appendix K
Notification of Evaluation
Adjunct Faculty

To: _____

Date: _____

From: _____
Division Administrator

Pursuant to the collective bargaining agreement between the District and CCFT, adjunct faculty are evaluated during the first and third semesters, and once every two years thereafter. After assignment preference is obtained, adjunct faculty are evaluated once every three years. This semester is an evaluation period for you.

If you have any questions concerning the evaluation process, please refer to Article 17 - Evaluation, of the CCFT collective bargaining agreement.

Please acknowledge that you have received this Notice of Evaluation by signing where indicated below and returning a copy of this form to me by _____.

By the end of the fifth week, your Dean will provide you with the name of the evaluator. You then have the option to return the form to the Dean with a request for a second evaluator (See Article 17.8).

Acknowledgement

I acknowledge that I have received a Notification of Evaluation, and I understand that I will be evaluated during the _____ semester.

Date: _____

Signed: _____