

**PERALTA COMMUNITY COLLEGE DISTRICT  
SUMMARY REPORT FORM**

|                              |                      |   |
|------------------------------|----------------------|---|
|                              |                      |   |
| <b>Semester</b>              | <b>Academic Year</b> | <b>College</b>                          |
|                              |                      |   |
| <b>Tenure Candidate Name</b> | <b>Discipline</b>    | <b>Date of Tenure Review Conference</b> |

**Members of the Tenure Review/Evaluation Committee**

|                  |               |               |                        |
|------------------|---------------|---------------|------------------------|
|                  |               |               |                        |
| <b>TRC Chair</b> | <b>Member</b> | <b>Member</b> | <b>Dean/Supervisor</b> |

**1. Self-Evaluation Report(s)**

*The TRC/Evaluation Committee has reviewed the candidate's Self-Evaluation(s), and makes the following observations:*

**2. Student Evaluations**

*The TRC/Evaluation Committee has reviewed the student evaluation reports, if applicable, and makes the following observations:*

**3. Administrative Evaluation**

*The TRC/Evaluation Committee has reviewed the Administrative Evaluation, and makes the following observations:*

**4. Faculty Observations/Evaluations**

*The TRC/Evaluation Committee has reviewed materials and conducted observations of the class(es)/session(s)/learning experience(s). The TRC/Evaluation Committee makes the following observations:*

**Commendations:**

Recommendations;

**5. Peer and Other Evaluation(s).** *The TRC/Evaluation Committee has reviewed other evaluative evidence, including submissions from other members of the candidate's department/discipline, and materials submitted by the candidate. The TRC/Evaluation Committee makes the following observations:*

**6. Comment on the candidate's knowledge base.** *Include in the comments how the candidate demonstrated that s/he is knowledgeable about the material being presented. When appropriate, did the candidate show evidence of knowledge about current issues in the discipline? Did the style of session/presentation indicate that the candidate is aware of differences in how students learn? In what way?*

**7. Comment on the candidate's ability to apply his/her knowledge base.** *Include in the comments such things as clarity of presentation of material. How were student/staff questions about the material handled? Did the candidate demonstrate the ability to provide links between new and familiar material? How? Did the class/session/learning experience include useful examples and varying viewpoints?*

**8. Comment on the candidate's interpersonal skills including her/his ability to motivate students.** *Include in the comments whether the candidate showed enthusiasm for her/his profession. What kinds of attitudes about students' ability to learn were projected? Were students/staff treated with respect, and were cultural and individual differences accommodated? In what ways? Did the candidate create an environment that was productive/conducive to learning? How?*

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**9. Overall assessment of the candidate.** *Include in the comments specific strong points, and specific areas for improvement. Include any recommendations you have for the candidate.*

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**10. Overall Performance Rating**

|  |   |
|--|---|
|  | <b>Superior</b> — <i>surpasses requirements; exceeds expectations</i>                     |
|  | <b>Satisfactory</b> — <i>meets all standards of excellence as described in the policy</i> |
|  | <b>Below Standards</b> — <i>does not consistently meet requirements</i>                   |
|  | <b>Unsatisfactory</b> — <i>does not meet requirements; ineffective</i>                    |

**For Tenure Track Candidates Only**

The TRC makes the following recommendation for this probationary faculty member

|  |   |                           |                                 |
|--|---|---------------------------|---------------------------------|
|  | <b>Continue Probation</b>                               | <b>Number of Votes</b>    |                                 |
|  | <b>Termination of Service</b>                           |                           |                                 |
|  | <b>Grant Tenure-4<sup>th</sup> Year Candidates Only</b> | <b>For Recommendation</b> | <b>Against Recommendation**</b> |

\*\* A member of the TRC who is in disagreement with the recommendation may attach a minority report to this recommendation.

|                                 |  |            |  |           |
|---------------------------------|--|------------|--|-----------|
| <b>Minority Report Attached</b> |  | <b>YES</b> |  | <b>NO</b> |
|---------------------------------|--|------------|--|-----------|

**SIGNATURES**

|                        |             |
|------------------------|-------------|
|                        |             |
| <b>TRC/EC Chair</b>    | <b>Date</b> |
|                        |             |
| <b>TRC/EC Member</b>   | <b>Date</b> |
|                        |             |
| <b>TRC/EC Member</b>   | <b>Date</b> |
|                        |             |
| <b>Dean/Supervisor</b> | <b>Date</b> |

*The candidate's signature on this form only indicates that s/he has reviewed this evaluation/ recommendation form. Such comments must be submitted by the deadline specified in the Timeline for Tenure Review.*

|                         |             |
|-------------------------|-------------|
|                         |             |
| <b>Tenure Candidate</b> | <b>Date</b> |