

# Peralta Community College District

## ARTICULATION OFFICER -- FACULTY EVALUATION FORM

### ARTICULATION OFFICER:

College

Semester

Acad. Yr.

Name of Observer

Date

*Appropriate input regarding the Evaluatee is encouraged through the representatives on the Committee. Individuals wishing to participate in the evaluation process should have direct knowledge of the Articulation Officer's skills (e.g. have worked with or observed the Articulation Officer in committee work, department meetings, public or student contact, etc.).*

- 1) The Articulation Officer demonstrates responsibility and accountability for day-to-day operations of the College's articulation process as it applies to four year colleges and universities.**

Comments:

- 2) The Articulation Officer initiates faculty-approved articulation agreements between institutions of higher education.**

Comments:

- 3) The Articulation Officer builds effective working relationships with: (a) Articulation Officers at four year institutions, and (b) faculty and peers at the home campus(es).**

Comments:

- 4) The Articulation Officer communicates effectively (both oral and written).**

Comments:

- 5) The Articulation Officer demonstrates leadership qualities in serving as a consultant to the faculty and academic units, providing needed materials and information about the articulation process.**

Comments:

- 6) **The Articulation Officer serves as an advocate for the faculty and campus academic programs to the academic community inside and outside the home campus(es).**  
Comments:
  
- 7) **The Articulation Officer serves as an informed and active liaison for the receiving school by communicating that school's information and concerns to the home campus(es)' faculty.**  
Comments:
  
- 8) **The Articulation Officer serves as the campus liaison to the segmental system-wide offices, often responsible for disseminating policy changes, and updating information to insure currency.**  
Comments:
  
- 9) **The Articulation Officer serves on appropriate campus committees [at both campuses] such as the Curriculum Committee, the General Education subcommittee, Academic Policies Committee, Catalog Committee, Council on Instruction, Planning and Development, etc., to provide input and to receive information about proposed changes in campus policy and curriculum, and actively seeks to disseminate, in a timely manner, the information gained from participation on such committees to peers and others affected by such information.**  
Comments:
  
- 10) **The Articulation Officer demonstrates knowledge specific to CAN, CIAC, ASSIST, UC TCA, CSU GE Breadth, IGETC, and OSCAR.**  
Comments:
  
- 11) **The Articulation Officer maintains currency in the area of articulation and attends appropriate meetings, conferences and workshops.**  
Comments:

**COMMENTS:**

**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>

**Observer:**

**Date:**

**Evaluee:**

**Date:**

*The evaluee's signature on this form does not constitute acceptance of this evaluation. The evaluee has the right to append their own written comments.*

*c:ArticOfficer-FacObs.10/04.[Blue]*