## PERALTA COMMUNITY COLLEGE DISTRICT NON-CLASSROOM OBSERVATION/INFORMATION REPORT FORM

Faculty/Tenure Candidate	College	Semeste	er /	Academic Year
Course Name/Number (if applicable)		Lecture	Lab	Time
Observer		Date(	s) of Obs	ervation

**Note:** Any information used or considered in evaluating a tenure track or other faculty evaluee other than classroom observations and student evaluations must be: a) from firsthand knowledge or personal observation; b) based on the following four criteria (listed below and on pgs 1-4 of the Faculty Evaluation Policies Manual); and c) timely documented in the portfolio with a copy provided to the faculty evaluee.

Please provide direct knowledge or information on any of the following four criteria:

1. Knowledge Base
2. Application of Knowledge Base

l .		

3. Motivation and Interpersonal Skills				
4. Professional Responsibilities				
SIGNATURES				
SIGNATURES				
Observer/Information Provider	Date			
Faculty/Tenure Candidate	Date			

The faculty member's/tenure candidate's signature on this form does not constitute acceptance of this evaluation. The faculty member/tenure candidate has the right to append his/her own written comments.