

PERFORMANCE IMPROVEMENT PLAN (PIP) FORM

FOR FACULTY EVALUATION

(Adjunct, Classroom, Coordinating, Counseling, Library, Nursing, and Online)

Name of Evaluatee: \_\_\_\_\_ Name of Evaluator: \_\_\_\_\_

Date: \_\_\_\_\_

(Attach separate pages for each numbered item if necessary)

1. Evaluator's identification of the area(s) needing improvement:

- Classroom observation
- Student questionnaires
- Self-assessment
- Division Dean/Responsible Administrator's observation
- Portfolio
- Division Dean/Responsible Administrator's assessment of non-teaching responsibilities

Please describe in detail the area(s) needing improvement and how they should be addressed:

2. Timeline for addressing area(s) needing improvement:

- One semester (for adjunct faculty)
- Two semesters (for tenure-track faculty)
- Three semesters (for tenured faculty)

3. Evaluatee's plan for addressing the area(s) needing improvement:

4. Evaluator's assessment of the completion of the performance improvement plan at the end of the timeline:

EVALUATOR COMMENTS:

I have met with the evaluatee and discussed the evaluatee's performance improvement plan.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Evaluator

EVALUEE COMMENTS:

I have met with the evaluator and discussed my performance improvement plan.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Evaluatee

ADDITIONAL COMMENTS: