

**UNIVERSITY OF CENTRAL FLORIDA  
PERFORMANCE EVALUATION OF ADJUNCT FACULTY**

This performance evaluation form is to be completed by the adjunct faculty member's immediate supervisor at the same time regular faculty are evaluated. For more information, please refer to the [Adjunct Faculty Performance Evaluation Procedures](#) document or call the office at (407) 823-1113.

Name of person evaluated \_\_\_\_\_

\_\_\_\_\_ College/VP Area                      Department/Unit                      Period of Evaluation

**COURSES TAUGHT (if applicable)**

course prefix & #	sect.	course name

course prefix & #	sect.	course name

**PERFORMANCE PROFILE**

Category	Evaluation rating**	Performance Evaluation <i>Comments are required for each evaluation rating. <b>Detailed and comprehensive</b> comments must be provided for Outstanding, Conditional, and Unsatisfactory ratings. Please attach additional pages as necessary.</i>
A. Instructional Activities	Choices are:	<b>EVALUATOR'S COMMENTS</b> on <i>instructional activities</i> :
Average FTE*  _____		
B. Other University Duties	Choices are:	<b>EVALUATOR'S COMMENTS</b> on <i>other university duties</i> :
Average FTE*  _____		

\* Weighted FTE for the categories described above over the semester in the evaluation period.  
 \*\*Evaluation choices are: Outstanding, Above Satisfactory, Satisfactory, Conditional and Unsatisfactory. Please attach additional pages as necessary.

**PLEASE COMPLETE ADDITIONAL ITEMS ON THE NEXT PAGE**

OVERALL EVALUATION ASSESSMENT:

Choices are: \_\_\_\_\_

**EVALUATOR SIGNATURE:**

Immediate Supervisor

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

Department/Unit Head (if different)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

**COMMENTS BY PERSON EVALUATED**

I acknowledge receiving my evaluation summary.

\_\_\_\_\_  
Adjunct's signature

\_\_\_\_\_  
Date

The original AA-17a signed by all appropriate parties should be retained in the adjunct employee's evaluation file in the dean's or VP's office of the unit that completed the evaluation.