



TIDEWATER COMMUNITY COLLEGE
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Memorandum

To: Dr. Deborah DiCroce, President
Tidewater Community College

From: Chris Cartwright
Chair, College Faculty Senate

Date: September 16, 2008

RE: Full-Time Teaching Faculty Evaluation Plan

On behalf of the Faculty of Tidewater Community College, I am pleased to submit to you the proposed Full-Time Teaching Faculty Evaluation Plan (FEP) for your consideration and approval. The FEP represents two years of work conducted by the ad hoc Faculty Evaluation Steering Committee under the leadership of Dr. Maureen Cahill, Committee Chair.

The FEP as presented was approved by the College Faculty Senate on July 24, 2008 and by full-time Faculty on September 12, 2008. As detailed in the report of the Faculty Evaluation Steering Committee, the Faculty Senate received a 53% response rate to survey with a 64% approval rate of the voting faculty.

Attached you should find three documents:

- 1) Report from the Faculty Evaluation Steering Committee
- 2) Full-Time Teaching Faculty Evaluation Plan
- 3) Required Forms (Excel spreadsheet)

If you grant your approval, we will move into the implementation phase. The Faculty Evaluation Steering Committee has started a preliminary design of training material for faculty and deans. We will conduct training session during November 2008, with implementation of the FEP during the 2009 calendar year.

If you have any questions or concerns, please do not hesitate to contact me. Thank you for your time and consideration of this matter.

Electronic copies of the documents will be forwarded via email.