

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

Faculty/Tenure Candidate	College	Semester	Academic Year
Course Name/Number (if applicable)	Lecture	Lab	Time
Observer	Date(s) of Observation		

Note: Any information used or considered in evaluating a tenure track or other faculty evaluatee 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 evaluatee.

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

1. Knowledge Base

2. Application of Knowledge Base

3. Motivation and Interpersonal Skills

--

4. Professional Responsibilities

--

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.