

2. Associate Faculty expectations include all of the following but are not limited to:
 - a. Will cooperate and communicate with their department chair or dean, as appropriate.
 - b. Will develop and utilize effective pedagogical techniques in order to enhance the communication of ideas and promote optimal student learning, critical thinking, and performance skills.
 - c. Will teach information that reflects current scholarship in their respective field and is in compliance with the current course outline of record.
 - d. Will adhere to ethical principles governing interactions with students and colleagues.
 - e. Will be prompt and regular in attendance at all class meetings and adhere to scheduled dismissal times.
 - f. Will prepare all records and reports accurately and completely within established deadlines. Reports include but are not limited to census reports, positive attendance, and grade rosters.
 - g. Will use their subject matter expertise to cultivate a supportive and inclusive environment that promotes equitable access and success for a diverse student body.

C. Frequency of Evaluation

1. Every contract faculty member shall be evaluated formally during the first semester of employment and in the fall semester of each of the following three (3) years.
2. Every regular faculty member shall be evaluated once every three (3) years, usually in the spring semester.
3. Every associate faculty member shall be evaluated during the first term of hire (winter and summer included), once each year for the next two (2) years, and at least once every three (3) years thereafter. However, if an associate faculty member is assigned a class at a second college in the District within this cycle, that college shall have the right to evaluate the associate faculty member in the first semester at that college. The evaluation at the second college shall reset the cycle. When an associate faculty member teaches at two (2) or more colleges within the District when the regular evaluation is due, then the department chairs or their designees at each college should confer to determine which college will perform the evaluation. Associate faculty reemployment preference is addressed in Article X, Section R.

4. If an associate faculty member does not have an assignment for a year, upon return the evaluation cycle will begin as in the first term of hire and thereafter, following a satisfactory evaluation, the three-year cycle will resume. If the break in service in the District is more than a year, the associate faculty member shall be evaluated consistent with the process for a newly hired associate faculty member.
5. Full-time categorically funded faculty will be evaluated formally during the first semester of employment and in the Fall semester of each of the following three (3) years. Once these four (4) formal evaluations are completed satisfactorily, full-time categorical faculty will be evaluated once every three (3) years thereafter, usually in the Spring semester in a manner consistent with the evaluation process for regular faculty.

Participation in the evaluation cycle does not obligate the District to rehire or grant tenure to faculty who are categorically funded. However, if a full-time categorically funded faculty member is hired into a tenure-track position, a maximum of three (3) previous full-time categorical evaluations will be credited toward the tenure track process as long as there was never a break in service to the District of more than two (2) consecutive years, the full-time position constituted at least 75% of a full-time load, and the minimum qualifications for the categorical position(s) were the same (or higher level) than the minimum qualifications for the tenure-track position. If a full-time categorical faculty member does have a break in service of two (2) consecutive years, upon return the evaluation cycle will begin in the first term of hire and thereafter, following a satisfactory evaluation, the three (3) year cycle will resume.

Full-time categorical faculty evaluations anywhere in the District can be credited toward a future tenure-track faculty position in the same manner that tenure-track evaluations anywhere in the District can be credited toward the tenure process. However, if a full-time categorical faculty member is assigned a categorical position at another college at any time within the evaluation cycle, that college shall have the right to evaluate the categorical faculty member in the first semester at that college. Furthermore, if the District fails to initiate the evaluation process when necessary, that will not constitute a break in service or negatively impact the faculty member.

D. Evaluation Procedures

The three distinct evaluation review processes for contract, regular, and associate faculty are outlined below.

1. For Contract Faculty
 - a. A tenure review and evaluation committee shall be formed and meet during the first six (6) weeks of employment. This committee shall serve as a standing committee until the contract faculty member is granted tenure or has their contract non-renewed. The committee shall consist of three (3) tenured faculty in the contract faculty member's discipline (or closely related discipline if tenured faculty are not