**GROSSMONT/CUYAMACA COMMUNITY COLLEGE DISTRICT**

**PEER/MANAGER**

**COUNSELOR EVALUATION FORM**

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| Instructor: | Course: | Date: |

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| Evaluation statement prepared by: |

**Categories for evaluation are based on the official *Job Description* and include the following:**

**A. Subject Matter Mastery:**

Command of counseling/problem solving skills

Communication of accurate information

**B. Organizational Skills**

Preparation for counseling sessions

Ability to relate knowledge to students’ needs

**C. Counseling Skills**

Effectiveness of counseling approach used

Responsiveness to students

Availability to students

Counseling session climate created

Awareness of student differences

All materials required of students are ADA compliant

**D. Professional Skills**

Evidence of professional growth

Quality of professional relationships

Department, Division, College and District requirements are followed

Related duties as specified in the official *Job Description*

**COMMENTS/SUGGESTIONS**

The instructor meets the standards for employment at this institution.

Strongly Agree 5 4.5 4 3.5 3 2.5 2 1.5 1 Strongly Disagree

**RECOMMENDATIONS: The Collective Bargaining Agreement  (sections 5.6.2.14, 5.7.5.1, 5.8.5.1) states that IF recommendations are made by the evaluator(s), a written response to these recommendations is required by the evaluee and that response must be submitted to the appropriate dean within ten working days of receipt of the Summary Report**.

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| Evaluator |  | Date |