

**APPENDIX J3.3
TABULATION OF STUDENT EVALUATIONS FORM
LIBRARIANS – PART A**

(Articles 6 and 6A – Evaluation)
Foothill-De Anza Community College District

FACULTY NAME: _____ QUARTER: _____

DEPARTMENT/PROG: _____ ACADEMIC YR: _____

CAMPUS LOCATION: Foothill De Anza Center (specify) _____

FACULTY STATUS: (check one) Full-time Part-time

If full-time, (check one) Tenured Contract (grant-funded/temporary replacement)
 Probationary Phase I Probationary Phase II Probationary Phase III

If part-time, number of service credits in Division (per Article 7.9) _____

DUTIES: Instructor Counselor Librarian Other (specify) _____

COURSE/ACTIVITY: _____ DATE OF EVALUATION: _____

PREPARED BY: _____ CWID _____
(please print)

SIGNATURE: _____ DATE _____

a=Strongly Agree
b=Agree
c=Disagree
d=Strongly Disagree
e=No Opinion/Not Applicable

About the Library Visit/Session:

(enter number of responses, not percent)

1. The visit/session helped me in accomplishing my immediate objective/s. a_____ b_____ c_____ d_____ e_____
2. I received the information I needed. a_____ b_____ c_____ d_____ e_____
3. Printed materials and handouts were appropriate and useful. a_____ b_____ c_____ d_____ e_____
4. The information provided was clearly explained. a_____ b_____ c_____ d_____ e_____
5. The visit/session helped me understand how to locate and use library resources. a_____ b_____ c_____ d_____ e_____

6. My questions were answered. a_____ b_____ c_____ d_____ e_____
7. There was sufficient time to address my library needs. a_____ b_____ c_____ d_____ e_____
8. I was referred to other resources at other libraries and on the Internet (if needed). a_____ b_____ c_____ d_____ e_____

About the Librarian:

9. Demonstrated a genuine desire to help me. a_____ b_____ c_____ d_____ e_____
10. Was knowledgeable and prepared. a_____ b_____ c_____ d_____ e_____
11. Motivated me to use the library and its resources in the future. a_____ b_____ c_____ d_____ e_____
12. Encouraged me to ask questions and participate in the visit/session. a_____ b_____ c_____ d_____ e_____
13. Encouraged me to think and consider options. a_____ b_____ c_____ d_____ e_____
14. Used the time effectively. a_____ b_____ c_____ d_____ e_____
15. Maintained a professional attitude conducive to learning. a_____ b_____ c_____ d_____ e_____
16. Communicated clearly. a_____ b_____ c_____ d_____ e_____
17. Listened carefully to me. a_____ b_____ c_____ d_____ e_____
18. Demonstrated sensitivity in working with students of diverse racial and ethnic backgrounds, sexual orientations, and physical and mental disabilities. a_____ b_____ c_____ d_____ e_____
19. Helped me to narrow or broaden my topic (if necessary). a_____ b_____ c_____ d_____ e_____
20. I would seek help from this librarian again. a_____ b_____ c_____ d_____ e_____

Division Office Use Only

Evaluated Faculty Member CWID: _____ Processed By: _____