professional performance. Agreement on additional criteria for teaching faculty must be reached by the date indicated in the timeline (see Appendix C-3), or 6.4.1 shall prevail.

6.4.3 The immediate administrator shall instruct faculty to read Article 6 and Appendix C of this contract, referencing the online version of the contract at www.yfa.sites.yosemite.edu.

6.4.4 The immediate administrator shall provide to the evaluatee a paper or electronic description of the employee’s current assignment and job description. (See Appendix C-3)

6.5 TRAINING FOR EVALUATION
Evaluators should have knowledge of the rights and responsibilities of the district and of the faculty member being evaluated.

6.5.1 Administrators and faculty involved in the evaluation process shall be trained in the use of faculty evaluation procedures.

6.5.2 The Yosemite Faculty Association and the Yosemite Community College District will jointly plan and provide this training.

6.6 PROCEDURES FOR EVALUATION
Evaluation procedures are governed by Education Code, District policy, and this contract.

6.6.1 The evaluation article and appendices are available for faculty on the YCCD website.

6.7 FREQUENCY OF EVALUATION
A written evaluation of performance shall take place, at a minimum, with the following frequency:

6.7.1 Tenured (Regular) faculty - once every three academic years. Evaluation of tenured faculty shall take place during the spring semester. Evaluation may take place during fall semester with mutual agreement.

6.7.2 Contract (Probationary) faculty - once each academic year. Evaluation of probationary faculty shall take place during the fall semester.

6.7.3 Temporary (employed by contract) faculty - once each academic year. Evaluation of temporary faculty shall take place during the fall semester.