



# Committee Self-Evaluation

Name of Committee: \_\_\_\_\_

Year: \_\_\_\_\_

**Please think about the internal processes, external interactions, and work products or outcomes of this committee, and answer each of the following questions objectively.**

- How long have you served continuously on this committee?     1<sup>st</sup> year     2 years     3 years     ≥4 years
- On how many other committees did you serve this year?     0     1     2     3     4     5 or more
- Did you serve as chair or convener of this committee this year?     Yes     No
- Do you expect to serve on this committee again next year?     Yes     No     Unknown
- What is your primary function at SBCCD?     FT Faculty     PT Faculty     Classified     Confidential     Manager     Student

**Please indicate how often the committee's processes, interactions, and outcomes during the year reflected each of the following characteristics:**

|                                                                                                                                                                                | Almost Always | Often | Sometimes | Seldom | Almost Never | No Opinion |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------|-----------|--------|--------------|------------|
| <u>Collaborative</u> : Sharing, inclusive, open to input, respectful of diverse opinions, characterized by meaningful dialogue                                                 |               |       |           |        |              |            |
| <u>Transparent</u> : Open, easy to understand, clearly defined, characterized by effective and meaningful communication with the District community                            |               |       |           |        |              |            |
| <u>Evidence-Based</u> : Reliant upon relevant, accurate, complete, timely qualitative and/or quantitative information; not based solely on assertion, speculation, or anecdote |               |       |           |        |              |            |
| <u>Effective</u> : Working properly and productively toward the committee's intended results                                                                                   |               |       |           |        |              |            |
| <u>Efficient</u> : Performing well with the least waste of time and effort; characterized by serving the committee's specified purposes in the best possible manner            |               |       |           |        |              |            |

**Please enter this committee's most significant accomplishment this year:**

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**Please enter the improvement most needed by this committee in its processes, interactions, outcomes, or other aspect of its work:**

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**Please indicate extent to which you agree/disagree with the following statements about your service on this committee overall this year.**

|                                                                                    | Strongly Agree | Agree | Disagree | Strongly Disagree |
|------------------------------------------------------------------------------------|----------------|-------|----------|-------------------|
| I feel comfortable contributing ideas.                                             |                |       |          |                   |
| My ideas are treated with respect, whether or not others agree with them.          |                |       |          |                   |
| I have had sufficient opportunity to provide input into committee recommendations. |                |       |          |                   |

**Please rate the following aspects of the committee's work overall this year.**

|                                                                                  | Very Good | Good | Fair | Poor | Very Poor | No Opinion |
|----------------------------------------------------------------------------------|-----------|------|------|------|-----------|------------|
| Clarity of the committee's charge                                                |           |      |      |      |           |            |
| Quality of communication within the committee                                    |           |      |      |      |           |            |
| Quality of information flow from the committee to the constituency groups        |           |      |      |      |           |            |
| Quality of information flow from the constituency groups to the committee        |           |      |      |      |           |            |
| Quality of communication by the committee with the District community as a whole |           |      |      |      |           |            |
| Access to data needed for deliberations                                          |           |      |      |      |           |            |
| Access to meeting space                                                          |           |      |      |      |           |            |
| Access to other resources needed for the committee to work effectively           |           |      |      |      |           |            |
| Training or mentoring for you as a committee member                              |           |      |      |      |           |            |
| Establishment of expectations or norms for committee members and convener(s)     |           |      |      |      |           |            |
| Adherence to expectations or norms for committee members and convener(s)         |           |      |      |      |           |            |

**Thank you very much for participating in this important effort to improve committee work at SBCCD.**