

**MEMORANDUM OF UNDERSTANDING**  
**FACULTY OBSERVATION FORM: COACHES**

This MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the Santa Monica Community College District ("District") and Santa Monica College Faculty Association ("FA") as of May 14, 2018.

**WHEREAS**, the introductory paragraph to Articles 7A, 7B, 7C and 7D state that "the faculty evaluation process is structured to help each faculty member identify relevant areas for performance improvement"; and

**WHEREAS**, the FA and District acknowledge that the areas of evaluation listed in the Faculty Observation Form for instructional faculty members is inadequate in the case of intercollegiate coaches; and

**WHEREAS**, the process described in Article 7.3 directed the Faculty Association and District to jointly develop a form for the evaluation of athletic coaches; and

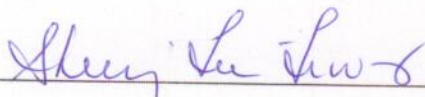
**NOW, THEREFORE**, in consideration of the covenants and agreements herein contained, the parties agree as follows:

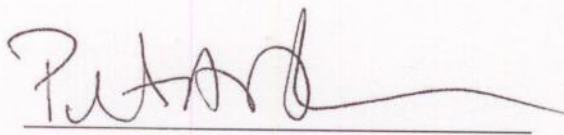
1. The "FACULTY OBSERVATION FORM: COACHES", as set forth in Exhibit 1 hereto, shall be added to "APPENDIX S: EVALUATION FORMS" of the faculty contractual bargaining agreement.
2. This form shall be used for observational evaluations of faculty members who are employed by the district as intercollegiate coaches in accordance with the procedures outlined in Article 7 of the faculty contractual bargaining agreement, effective Fall 2018.
3. This form shall be entered into the "Coaches Handbook" with annotations giving examples of the expectations inherent in the various observational areas.

IN WITNESS WHEREOF, the parties have hereunto set their hand by their respective representatives as of the date first set forth above.

THE DISTRICT

FA

  
\_\_\_\_\_

  
\_\_\_\_\_

\_\_\_\_\_  
Exhibit A, following:

## FACULTY OBSERVATION FORM: COACHES

Evaluation of: \_\_\_\_\_ Semester: \_\_\_\_\_

Department: \_\_\_\_\_

Evaluator: \_\_\_\_\_ Position: \_\_\_\_\_

Knowledge, Skill, and Ability as an Intercollegiate Coach:	Satisfactory or Better	Needs Improvement	Unsatisfactory	Not Observed (NO) Not Applicable (NA)
1. Establishes a relationship with the student-athletes conducive to learning, improving, and contributing to the success of the team.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
2. Communicates ideas clearly and effectively.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
3. Stimulates student-athletes' motivation to work hard, improve skills and be successful student-athletes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
4. Promotes active involvement of student-athletes in practice/training sessions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
5. Demonstrates sensitivity in working with student-athletes from diverse backgrounds and with different needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
6. Employs appropriate pedagogy and practice/training sessions are well-planned, organized and effective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
7. Holds all required practice/training sessions at times arranged.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
8. Runs practice/training sessions efficiently.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				

9. Maintains an appropriate pace and keeps all student-athletes engaged throughout practice/training sessions.				
Comments:				
10. Provides students with a syllabus which includes a written explanation of the evaluation process, expectations and requirements, assignments, course content, relevant dates, and other information				
Comments:				
11. Content of practice/training sessions is consistent with the official course outline of record.				
Comments:				
12. Uses material and/or equipment pertinent to the course content.				
Comments:				
13. Coaches at a level appropriate to compete in intercollegiate athletics at the community college level.				
Comments:				
14. Demonstrates appropriate command of the sport to be able to respond to student-athletes' needs.				
Comments:				
15. Assesses student-athletes' progress regularly and provides appropriate feedback.				
Comments:				
Additional comments:				

Date(s) of Visit: \_\_\_\_\_

Length of visit: \_\_\_\_\_ Sport: \_\_\_\_\_

Conference Date: \_\_\_\_\_

Evaluator's Signature: \_\_\_\_\_

Evaluatee's Signature: \_\_\_\_\_

The faculty member's signature does not necessarily imply agreement. It is merely an acknowledgement that the complete report has been read and a copy received.