



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT  
 Office of Human Resources  
 Alternate Duty Evaluation Form



Article 10C.3 of the Agreement Between the District and the Faculty Association states:

“An alternate duty assignment shall be any assignment of duties which is not part of the conventional faculty assignments as Instructional Faculty, Counseling Faculty, or Library Faculty. Alternate duty assignments shall be on the basis of two and a half (2.5) weekly hours per one (1) Calculated A Hour (CAH), though it is understood that these assignments subsume one (1) weekly hour of professional activities [as described in Article 10D.3c] for every three (3) Calculated A Hours (CAHs) allotted. Unit members shall be evaluated at a minimum of once every fiscal year on their alternate duty assignment by this negotiated form for this purpose, and a copy of this completed Alternate Evaluation form will be provided to the Peer Review Committee under Article 15.”

Alternate duty provisions do not apply if the unit member’s primary assignment involves duties as a Coordinator or Special Assignments Faculty. (See Article 10D.1f.)

EVALUATION

1. Name of evaluatee: \_\_\_\_\_

2. Evaluatee’s W # \_\_\_\_\_

3. Name of supervisor/  
evaluator \_\_\_\_\_

4. Date of evaluation: \_\_\_\_\_

5. State Length of alternate duty assignment  
[i.e., semester(s) and or term(s) covered by this assignment]

6. State purpose of alternate duty assignment. List objectives from job description.  
(Attach application, if available.)

7. Provide a narrative of the outcome of the alternate duty assignment, including an assessment of performance of each objective.

8. Provide relevant data to support narrative described above.

9. Was the alternate duty assignment successful? Why or why not? Give details.

10. Recommendations for improvement of Performance of alternate duty assignment.

*Reference:* Articles 10C.3 and 10D.1f – Faculty Collective Bargaining Agreement