

FACULTY EVALUATION FORM

DIRECTIONS: Please complete both sides of this form.

Name of Faculty Member Observed:

Course Title and Number of Observed Class:

Date and Hour of Observation:

Enrollment in Course:

Approximate Attendance:

Type of Course (Lecture, Lab, Studio, etc):

Number of Semesters the Faculty Member has taught the Course:

Digest of Topic(s) Covered in Class:

DIRECTIONS: Circle the appropriate number in the rating scale for each category of observation (6 is high) and provide a succinct narrative comment clarifying or commenting upon the rating given in the space provided.

Knowledge of Subject

Rating

A. Preparation and organization of the subject presented in class.

6 5 4 3 2 1

Example of Comment:

B. Deals with subject matter germane to the course.

6 5 4 3 2 1

Example or Comment:

C. Responds to question with clarity and expansion of concepts.

6 5 4 3 2 1

Example or Comment:

D. Deals with the development of the thinking and thought processes involved with the subject matter.

6 5 4 3 2 1

Example or Comment:

E. Other comments or remarks.

F. Knowledge and command of subject matter as evidenced in class.

6 5 4 3 2 1

Example or Comment:

Presentation, Command and Variety in Teaching

G. Interest and enthusiasm for the subject. 6 5 4 3 2 1
Example or Comment:

H. Deals with topic(s) in an interesting and effective manner. 6 5 4 3 2 1
Example or Comment:

I. Handling of discussion and questions. 6 5 4 3 2 1
Example or Comment:.

J. Degree of rapport between students and faculty member. 6 5 4 3 2 1
Example or Comment:

K. Attempts to modify teaching techniques to improve communication of concepts. 6 5 4 3 2 1
Example or Comment:

L. Other comments or remarks.

M. Overall rating of the faculty member. 6 5 4 3 2 1
Example or Comment:

Confirmation of conference held between observer and faculty member _____
Date

Evaluation of faculty member's course outline, tests and assignments in relation to the departmental course outline and catalog description.

Comments:

The course outline and assignments were appropriate for the course.

Name and title of observer:

Evidence that the faculty member has seen evaluation and conferred with observer.

Signature of Faculty Member _____

Date _____