

Classroom Observation Form for Teaching Faculty

Evaluatee:

Course/Section Observed:

Students Registered:

Evaluator:

Date/Time/Place: _

Students Present:

On a scale of 1 to 5, please indicate the extent to which the instructor meets the teaching criteria listed below. Please include comments in the column on the right. Attach additional comments as necessary.

5
Excellent

4
Above Average

3
Average

2
Below Average

1
Poor

NA
Not Applicable

	Rating	Comments
1. Objectives: The professor made a clear statement of the objectives of the session connected to the student learning outcomes of the course at the beginning of class or at another appropriate time.	Select Rating...	
2. Preparation: The professor was well-prepared for class with necessary materials.	Select Rating...	
3. Organization: The professor presented the material in an organized manner.	Select Rating...	
4. Clarity: The professor presented instructional material clearly.	Select Rating...	
5. Expertise: The professor displayed expertise in the subject.	Select Rating...	
6. Class Level: The professor presented material at a level appropriate to the course.	Select Rating...	
7. Learning Styles: When appropriate, the professor combined methods of instruction (visual, auditory, etc.) to accommodate various student learning styles.	Select Rating...	
8. Respect: The professor treated all students respectfully.	Select Rating...	

	Rating	Comments
9. Controversial Material: When presenting controversial material, the professor did so in a balanced manner, acknowledging contrary views.	Select Rating...	
10. Comprehension: The professor periodically checked student learning and modified teaching strategies as necessary to increase effectiveness in achieving outcomes.	Select Rating...	
11. Responsiveness: The professor was attentive to student questions and comments and provided clear explanations and examples.	Select Rating...	
12. Classroom Management: The professor demonstrated effective classroom management skills.	Select Rating...	

Non-Classroom Observations

	Rating	Comments
13. Course Outline: The professor's syllabus conforms to the existing course outline of record.	Select Rating...	
14. Syllabus: The professor's syllabus includes a description of course content, contact information, office hours if applicable, student learning outcomes, the means by which students will be evaluated, grading standards, and other relevant information.	Select Rating...	
15. Evaluation Process: The professor participated in the evaluation process in a professional and timely manner.	Select Rating...	
16. Professional Obligations: The professor meets professional obligations outside of class (e.g. submits rosters and grades on time, participates in dialogue about student learning outcomes assessment results, etc.).	Select Rating...	