

CLARENDON COLLEGE

Classroom Observation and Peer Evaluation

Instructor's Name _____

SCALE

Subject, Course, Section, & Campus Code _____

5 -Clearly outstanding, exemplary performance

4 - Sometimes goes beyond expectations

3 - Expected performance, meets expectations

2 - Needs improvement

1 - Unsatisfactory, needs a lot of improvement

0 - Not applicable/no opportunity to observe

Semester & Year _____

ANSWER THE QUESTIONS BELOW USING THE SCALE OUTLINED ABOVE

THE INSTRUCTOR:

high < - > low NA

(Please circle your answer)

- | | | | | | | |
|---|---|---|---|---|---|---|
| 1. Was on time and ready to begin class as scheduled. | 5 | 4 | 3 | 2 | 1 | 0 |
| 2. Clearly explained, at the beginning of the course, the goals and objectives of the course. | 5 | 4 | 3 | 2 | 1 | 0 |
| 3. Was prepared and organized. | 5 | 4 | 3 | 2 | 1 | 0 |
| 4. Managed class time well. | 5 | 4 | 3 | 2 | 1 | 0 |
| 5. Demonstrated command of his/her subject. | 5 | 4 | 3 | 2 | 1 | 0 |
| 6. Communicated effectively; spoke clearly and distinctly. | 5 | 4 | 3 | 2 | 1 | 0 |
| 7. Encouraged student participation and expression of ideas. | 5 | 4 | 3 | 2 | 1 | 0 |
| 8. Actively involved students in the teaching/learning process. | 5 | 4 | 3 | 2 | 1 | 0 |
| 9. Had rapport with the students and was able to identify them by name. | 5 | 4 | 3 | 2 | 1 | 0 |
| 10. Used aids in teaching, as appropriate. (Overheads, PowerPoint, Handouts, Blackboard, etc.) | 5 | 4 | 3 | 2 | 1 | 0 |
| 11. Is available during office hours to help students. | 5 | 4 | 3 | 2 | 1 | 0 |
| 12. Demonstrated enthusiasm and interest for the subject and the students. | 5 | 4 | 3 | 2 | 1 | 0 |
| 13. Treated students with courtesy and respect. | 5 | 4 | 3 | 2 | 1 | 0 |
| 14. Conducted himself/herself in a professional manner. | 5 | 4 | 3 | 2 | 1 | 0 |
| 15. Controlled the class and directed learning; allowed for differences of opinions and perspectives. | 5 | 4 | 3 | 2 | 1 | 0 |
| 16. Made clear and definite assignments. | 5 | 4 | 3 | 2 | 1 | 0 |
| 17. Encouraged the students to continue the learning process beyond the classroom. | 5 | 4 | 3 | 2 | 1 | 0 |
| 18. Related the course to other fields and/or to life situations, as appropriate. | 5 | 4 | 3 | 2 | 1 | 0 |
| 19. Works harmoniously with fellow employees. | 5 | 4 | 3 | 2 | 1 | 0 |
| 20. Exhibits a cooperative and friendly spirit with the public. | 5 | 4 | 3 | 2 | 1 | 0 |
| 21. Demonstrates loyalty to the mission, purposes, and goals of the College. | 5 | 4 | 3 | 2 | 1 | 0 |

ANSWER THE QUESTIONS BELOW ATTACHING ADDITIONAL PAGES AS APPROPRIATE

1. Are there any special criteria peculiar to this position on which you would like to comment?
2. Three major strengths of the instructor are:
3. Describe the overall teaching/learning environment.
4. Comments and recommendations:

Submitted by: _____

Date: _____

Signature of Evaluator

20.July.2005