

## COLLIN COLLEGE ON-SITE CLASS OBSERVATION

<b>Faculty Name:</b>	<b>Date:</b>
<b>Evaluator Name:</b>	<b>Time (ex. MW 1:00-2:15):</b>
<b>Location/Campus:</b>	<b>Course (ex. ENGL.1301.000):</b>

The evaluation process often begins with the evaluator contacting the faculty member regarding the evaluation and providing a copy of this form prior to the on-site visit. Evaluator may provide examples of observed elements/behavior within each section and should provide an explanation for any element where improvement is needed. Following the visit, the faculty member and evaluator may meet to discuss the structure and dynamics of the class.

<b>PREPARATION &amp; STRUCTURE</b>	<b>MEETS EXPECTED LEVEL OF PERFORMANCE</b>	<b>IMPROVEMENT NEEDED</b>	<b>N/A or NOT OBSERVED</b>
<b>1.1</b> Instructor provided an overview of the topic(s) of discussion/objectives for the class.			
<b>1.2</b> Instructor connects prior learning with new concepts in a logical manner.			
<b>1.3</b> Instructor held class according to the scheduled time; materials/resources were cued and ready when needed.			

**Evaluator Comments 1.1:**

**Evaluator Comments 1.2:**

**Evaluator Comments 1.3:**

**Instructor Comments:**

<b>CONTENT &amp; DELIVERY</b>	<b>MEETS EXPECTED LEVEL OF PERFORMANCE</b>	<b>IMPROVEMENT NEEDED</b>	<b>N/A or NOT OBSERVED</b>
<b>2.1</b> Class content is presented in a logical and purposeful manner.			
<b>2.2.</b> Instructor delivers content/leads students through skills practice effectively.			
<b>2.3</b> Class content was appropriate for achieving instructional goals.			

**Evaluator Comments 2.1:**

**Evaluator Comments 2.2:**

**Evaluator Comments 2.3:**

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<b>Instructor Comments:</b>			
<b>LEARNING ENVIRONMENT</b>	<b>MEETS EXPECTED LEVEL OF PERFORMANCE</b>	<b>IMPROVEMENT NEEDED</b>	<b>N/A or NOT OBSERVED</b>
<b>3.1</b> Instructor provides opportunities either/or designs activities that promote student engagement.			
<b>3.2</b> When appropriate, activities allow for real-world applications of the discipline such as, but not limited to, experiential learning, case studies, or problem-based activities.			
<b>3.3</b> Instructor maintains a welcoming learning environment.			
<b>3.4</b> Instructor encourages participation of all students, checks for understanding during class, solicits questions, or provides clear answers to students' questions.			
<b>3.5</b> Instructor communicates effectively and professionally.			
<b>Evaluator Comments 3.1:</b>			
<b>Evaluator Comments 3.2:</b>			
<b>Evaluator Comments 3.3:</b>			
<b>Evaluator Comments 3.4:</b>			
<b>Evaluator Comments 3.5:</b>			
<b>Instructor Comments:</b>			
<b>EVALUATOR SUMMARY &amp; RECOMMENDATIONS</b>			
<b>Faculty Name (Print):</b>	<b>CWID:</b>	<b>Date:</b>	
<b>Faculty Signature:</b>			
<b>Evaluator Name (Print):</b>	<b>Date:</b>		
<b>Evaluator Signature:</b>			

## COLLIN COLLEGE ON-SITE CLASS OBSERVATION

<b>Associate Dean/Director Name (Print):</b>	<b>Date:</b>
<b>Associate Dean/Director Signature:</b>	

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