

DRAFT COUNTER

APPENDIX D-2(b)

(ARTICLE IX – EVALUATION – SECTION D (2), P. 35)

ASYNCHRONOUS ONLINE INSTRUCTION OBSERVATION FORM

Instructor evaluated _____

Department _____

Program, if applicable _____

Course _____

Date _____

Number of students enrolled _____

Instructional Period: _____

Background Information:

Type(s) of technology used _____

Number of times the instructor has taught this course _____

What portion(s) of the course did you observe (e.g., instructor's content, student discussion)?

Date of pre-observation conference and discussion _____

Evaluator's name _____

Did the technology function properly? (This question is not about the instructor's performance)

Observation:

The purpose of this observation is (1) to provide a database for more accurate and equitable decision on future appointments and (2) to support faculty development while assisting in the improvement of faculty performance.

Please consider each item carefully. Write the rating in ink for each item according to the scale below.

APPENDIX D-2(b)

Highest	Satisfactory			Lowest	Not Applicable	Unable to Comment
5	4	3	2	1	NA	U

- ___ The instructor ensured the portion of the course content observed was well-aligned with the learning objectives of the course.
- ___ The instructor’s presentation of the course content was well organized and designed with clear components and structure.
- ___ The instructor provided visible and comprehensive instructions to the students for the observed content and ensured that discussions, assessment activities, and other content presented ideas clearly. [IS1]
- ___ The instructor demonstrated command of the subject matter.
- ___ The instructor provided assignments with ample and varied opportunities to practice the learned concepts or skills to enhance learning.
- | ___ The instructor utilized ~~appropriate~~ technology and/or multi-media elements for delivering the observed course content and for communicating with students.
- | ___ The instructor provided sufficient opportunity within the observed content for all students to engage interactively ~~with the instructor and other students.~~
- ___ The instructor clearly posted deadlines for submission of materials and assignments and responded appropriately to student questions and comments for content observed.
- ___ Overall rating of the observed instructor.

Additional comments:

Date of post-observation conference and discussion _____

Signature of Evaluator

Date

I certify that I have read this document.

Signature of Instructor

Date