

Nazareth University

Adjunct Faculty Classroom Observation Form

Faculty Observed:	Course/Section:
Reason for observation (check all that apply): Formal evaluation of teaching Nomination for teaching award Professional development/general instructional development Other: _____	Date:
	Observer:
	Chair/Associate Dean/Designee

Notes from pre-observation consult (optional):

Is there anything specific the instructor wants the observer to focus on or be aware of in the instructional situation (e.g., classroom factors related to consideration of diversity/cultural sensitivity; characteristics of the type of instruction being delivered)?

Summary of lesson (optional—use for notes while observing):

PREPARATION

Learning Objectives: The instructor made the objectives of the session clear to students at the beginning of class or at another appropriate time.

Preparation: The instructor was well-prepared for class.

SUCCESSFUL ELEMENTS:

SUGGESTIONS FOR REFINEMENT:

CLASSROOM CULTURE

Environment: The instructor created a learning environment that was open and hospitable.

Responsiveness: The instructor was attentive to student questions and comments and provided clear explanations and examples and/or the instructor facilitated students' ability to respond to one another's comments and questions during discussion/class activities.

Respect: The instructor treated all students respectfully.

SUCCESSFUL ELEMENTS:

SUGGESTIONS FOR REFINEMENT:

TEACHING METHODS

Active Learning: The instructor presented material and/or facilitated discussion/active engagement with material at a level that seemed accessible to all students.

Organization: Class time was structured such that learning activities were completed and instructional objectives were met.

Clarity: The instructor presented material/facilitated instructional activities in a clear and effective way.

Learning Modules: When appropriate, the instructor combined methods of instruction (visual, auditory, etc.) to accommodate various student learning styles.

Student Engagement: The instructor used a variety of techniques as appropriate for the classroom's culture to engage learners (e.g., movement, story, eye-contact, tone of voice, group work, discussion, etc.).

SUCCESSFUL ELEMENTS:

SUGGESTIONS FOR REFINEMENT:

CONTENT MASTERY

Expertise: The instructor was knowledgeable and up-to-date on the material presented, demonstrating mastery of the content.

SUCCESSFUL ELEMENTS:

SUGGESTIONS FOR REFINEMENT:

General comments (optional):

Reviewer

Date

I understand that by signing this appraisal, I am not necessarily indicating agreement with the ratings, but am acknowledging that the department chair/associate dean or designee has reviewed and discussed this peer observation with me. I have the option to draft a response (in the box below) to this peer observation within 14 days after receipt, which will be appended to the evaluation.

**Faculty Reviewed
Response**

Date

Sample Behavior Descriptors

1. Begins class on time and previews lecture/discussion/activity content
2. Clearly states the objectives for the class session
3. Facilitates class activities (e.g., lecture, lab, group work) in an organized fashion
4. Designs activities that clearly support learning objectives
5. Clearly organizes and carefully explains assignments
6. Incorporates and effectively utilizes different types of instructional media and teaching/learning approaches as appropriate
7. Uses a variety of appropriate strategies to ensure student engagement
8. Engenders enthusiasm for the subject matter
9. Responds to changes in student attentiveness
10. Uses humor positively and appropriately
11. Skillfully relates, synthesizes, and summarizes important ideas/concepts
12. Presents information/structures activities at an appropriate level
13. Emphasizes major points with relevant examples
14. Scaffolds student engagement at a level of challenge appropriate for the course
15. Puts students at ease when asking questions or seeking guidance
16. Encourages students' questions, involvement, and debate
17. Listens carefully to student comments and questions
18. Responds constructively to student opinions, comments, and questions
19. Respects and encourages a diversity of opinions
20. Skillfully explains difficult concepts
21. Explains difficult terms, concepts, or problems in more than one way
22. Presents pertinent facts and concepts from related fields
23. Presents up-to-date developments in the field

¹Adapted from Classroom Observation Form for PT Teaching Faculty (Physical Therapy Department at Nazareth College)