

APPENDIX D-2 (a)

(ARTICLE IX – EVALUATION – D2, p.35)

CLASSROOM VISITATION FORM

Faculty Member's Name _____

College: _____ Department: _____

Date of Visitation: _____

Using the following key, indicate the degree to which you agree with the statements listed below by circling the appropriate category. Mark your response in INK.

SA - Strongly Agree A- Agree N – Neither Agree nor Disagree
D – Disagree SD – Strongly Disagree NA – Not applicable

1.	The instructor seemed to be concerned with whether the students learned the material.	SA	A	N	D	SD	NA
2.	The instructor encouraged students to express opinions.	SA	A	N	D	SD	NA
3.	The instructor appeared receptive to new ideas and others' viewpoints.	SA	A	N	D	SD	NA
4.	The student had an opportunity to ask questions.	SA	A	N	D	SD	NA
5.	The instructor generally stimulated class discussion.	SA	A	N	D	SD	NA
6.	The instructor covered appropriate amount of material.	SA	A	N	D	SD	NA
7.	The instructor appeared to relate the course concepts in a systematic manner.	SA	A	N	D	SD	NA
8.	The class was well-organized.	SA	A	N	D	SD	NA

ADDITIONAL REMARKS (OPTIONAL)

This is to certify that I have read this document.

DGCE Chair

Signature of Faculty Member

Date

Date

APPENDIX D – 3

(ARTICLE IX – EVALUATION – D3, p.35)

COMPREHENSIVE RESUME FORM

Faculty Member's Name: _____

College: _____ Date: _____

Use this checklist to indicate what materials are included with this resume.

- 1. Official transcripts of additional course work completed since last evaluation.
- 2. Progress reports from authorities supervising or directing advanced study. (where appropriate)
- 3. Bibliography of published works.
- 4. Documentation of other professional activities.

This form must be attached to an updated comprehensive resume.

APPENDIX D – 4

(ARTICLE IX – EVALUATION – E(2), P. 36)

FORM FOR EVALUATION BY DGCE CHAIR

Faculty Member's Name: _____

College: _____ Department: _____

Date of Last Evaluation: _____

Date of This Evaluation: _____

DIRECTIONS:

Evaluate each faculty member on Items A through C.

CRITERIA:

A. Teaching Effectiveness (Article IX, p. 33)

B. Course Advising (Article IX, 1b, p.33)

C. Other Instructional Obligations (Article IX, p. 33)

This is to certify that I have
read this document.

Signature of DCGE Chair

Signature of Faculty Member

Date

Date