### Classroom Visitation Evaluation

#### Mt. San Antonio College

**Professor:** 

**Date & Time of Visit:** 

**Department:** 

**Subject Taught:** 

**Observer:** 

### Rating:

1. **Performance exceeds the standard** (Used to commend the recipient for performance above the expected)
2. **Performance meets the standard** (Used to acknowledge satisfactory performance of duties and responsibilities)
3. **Improvement recommended** (Used to warn the recipient that performance is below what is expected)
4. **Performance does not meet the standard** (used for unacceptable performance)
5. **Not applicable/insufficient data**

Any rating other than 'Performance meets the standard' ( #2) must be accompanied by an explanatory remark by the evaluator.

Remarks or specific suggestions for change optional in "comments" space provided.

**A. Classroom Dynamics**

- Encourages student participation by inviting questions, allowing students to problem-solve, or encouraging feedback during class session
- Listens attentively and gives explanation to student with clarity and in a non-threatening manner
- Verbal and written expressions and physical demeanor set a tone for a classroom environment that promotes the learning process.
- Demonstrates awareness and/or sensitivity to cultural, ethnic, and gender differences in communication with class members.
- Presents a positive, professional image.
- Communicates effectively orally and in writing.
- Demonstrates effective classroom management skills.

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<th>Adjunct</th>
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B. Teaching Strategies and Techniques

- Provides a safe environment for student participation that is conducive to the learning process.
- Information presented is accurate and compliant with current course outline and/or syllabus.
- Embellishes lecture/discussion by providing relevant information from sources other than textbook, if appropriate.
- Presents content or uses a format organized in a logical sequence.
- Encourages critical, evaluative thinking, questioning, and reasoning.
- Appropriately utilizes board, overheads, or other instructional aids to enhance lecture content.
- Distributes handouts or instructional materials that are appropriate to content being presented.
- Shows enthusiasm for the subject matter to encourage active student participation in learning.

Comments:

C. Class Preparation and Subject Matter Expertise

- Shows evidence of thorough preparation through presentation of course material.

Comments:
• Materials chosen demonstrate academic rigor appropriate to level taught.

• Demonstrates subject matter expertise in course design.

• Demonstrates subject matter expertise in course delivery.

Comments:

D. Overall summary of Classroom Visitation

Narrative Summary of Classroom Events During the Presentation:

E. Comments by Professor: (optional)
F. Signatures:

Observer: ________________________________  Date: __________________________

Professor: ________________________________  Date: __________________________

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