|  |
| --- |
| 325B2 0 1 9 - 2 0 2 2 F A C U L T Y C O N T R A C T |
| 326BH.4.d. LAB |  |
| 327BAdjunct | 328BProb. | 329BRegular | 330BDept. Chair | 331B◼ Lab Classroom Visitation Evaluation ◼ |
| 332Bx | 333Bx | 334Bx |  | 335B◼ Mt. San Antonio College ◼ |

Professor:       Date & Time of Visit:

Department:       Subject Taught:

Observer:

**Note: This form is optional at the discretion of the observer and may be used in place of form H.4.a. for laboratory environments.**

Second Visit (For probationary faculty only) [ ]

|  |
| --- |
| **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.  |

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| --- | --- | --- | --- | --- | --- | --- |
| **A.** | **Lab Classroom Dynamics Rating:** | **1** | **2** | **3** | **4** | **5** |
|  | * Encourages student participation by inviting questions, allowing students to problem-solve,
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  | or encourage feedback during lab class session. |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Listens attentively and gives explanations to students with clarity and a non-threatening
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  | manner. |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Verbal expressions and physical demeanor set a tone for lab 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 lab classroom management skills.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |
| --- | --- |
|  | **Comments:**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **B.** | **Teaching Strategies and Techniques Rating:** | **1** | **2** | **3** | **4** | **5** |
|  | * Provides a safe environment for student participation that is conducive to the learning
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  | process. |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Information presented is accurate and appropriate to the situation.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Balances presentation/demonstration with opportunities for hands-on practice.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Presents content or uses a format organized in a logical sequence.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Encourages students’ exploration and utilization of lab resources.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Appropriately utilizes board, overheads, or other instructional aids to enhance
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  | presentation/demonstration. |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * 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.** | **Classroom Preparation and Subject Matter Expertise Rating:** |  **1** | **2** | **3** | **4** | **5** |
|  | * Shows evidence of thorough preparation.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Chosen materials demonstrate academic rigor appropriate to level taught.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Demonstrates subject matter expertise.
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | * Distributes handouts or instructional materials that enhance the content being
 | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  | presented/demonstrated, when appropriate. |  |  |  |  |  |
|  | **Comments:**  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **D.** | **Overall Summary of Lab Classroom Visitations Rating:** |  **1** | **2** | **3** | **4** | **5** |
|  |  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
|  | Narrative Summary of Lab Events During the Presentation:       |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **E.** | **Comments by the Professor** (optional)       |  |  |  |  |  |
|  |  |

|  |  |
| --- | --- |
| **F.** | **Signatures:** |
|  | Observer: |       | Date: |       |
|  | Professor: |       | Date: |       |
|  |  |
|  | **Distribution:** |
|  | Faculty MemberDivision OfficeHuman Resources – Adjunct Faculty Only5/15 |