APPENDIX A
Classroom Observation Instrument - Traditional Model
Classroom Observation Report

Instructor evaluated _____Course_____

Number of students present _____Date _____

Evaluator(s)_____

Purpose: The purpose of this classroom observation is (1) to provide a database for more accurate and equitable decisions on tenure, promotion, and merit increase and (2) to improve faculty performance.

Instructions: Please consider each item carefully and assign the highest scores only for unusually effective performance.

Questions 12 and 13 have been deliberately left blank. You and the instructor being evaluated are encouraged to add your own items.

Each instructor should be observed on two occasions, and the observer(s) should remain in the classroom for the full class period.

It is suggested that the observer(s) arrange a pre visit and post visit meeting with the instructor.

Highest		Satisfactory		Lowest		Not Applicable
5	4	3	2	1		n/a

_____ 1. Defines objectives for the class presentation.
_____ 2. Effectively organizes learning situations to meet the objectives of the class presentation.
_____ 3. Uses instructional methods encouraging relevant student participation in the learning process.
_____ 4. Uses class time effectively.
_____ 5. Demonstrates enthusiasm for the subject matter.
_____ 6. Communicates clearly and effectively to the level of the students.
_____ 7. Explains important ideas simply and clearly.
_____ 8. Demonstrates command of subject matter.
_____ 9. Responds appropriately to student questions and comments.
_____ 10. Encourages critical thinking and analysis.
_____ 11. Considering the previous items, how would you rate this instructor to others in the department?
_____ 12.
_____ 13.
_____ 14. Overall rating
Would you recommend this instructor to students you are advising?

What specific suggestions would you make concerning how this particular class could have been improved?

Did you have a pre visit conference? _____ post visit conference?_____