**Instructional Observation Checklist**

|  |  |
| --- | --- |
| Faculty Member Evaluated: Department: | Date: |
| Evaluator: Department: | Course |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Category*** | ***Response*** | | | ***Comments*** |
| **Content Expertise** | **Yes** | **No** | **N/A** |  |
| Demonstrated disciplinary knowledge and skills |  |  |  |  |
| Brought relevant and current research to support the content of the course |  |  |  |
| Related relevant current issues to course content. |  |  |  |
| **Instructional Delivery** | | | | |
| Was well organized and prepared |  |  |  |  |
| Communicated effectively and demonstrated enthusiasm |  |  |  |
| Demonstrated respect for students and care about their learning |  |  |  |
| Responded effectively to student questions |  |  |  |
| Engaged students and facilitated discussion in class |  |  |  |
| Effectively used active and collaborative learning techniques (e.g. group work or teams) |  |  |  |
| Used technology effectively to enhance student learning |  |  |  |
| Is available to help students in and outside of class (office hours, etc.) |  |  |  |
| **Course and Classroom Management** | | | | |
| Provided efficient student access to class materials (notes, readings, assignments, quizzes, etc.) |  |  |  |  |
| Created a welcome learning environment that challenged and supported students |  |  |  |
| Practiced effective teaching strategies that acknowledged and valued differences among students, including differences in opinion |  |  |  |
| Recognized and appropriately managed incivility |  |  |  |
| Listens carefully to student comments and questions |  |  |  |

**Summary Comments**

|  |  |
| --- | --- |
| Things that went well for the instructor/class:   |  | | --- | |  | |

|  |  |
| --- | --- |
| Challenges in this particular class:   |  | | --- | |  | |
| Specific suggestions for enhancing the learning environment:   |  | | --- | |  | |