

# **CHARLES E. SCHMIDT COLLEGE OF SCIENCE**

## ***Instructional observation form***

**Instructor's name:** \_\_\_\_\_

**Department or Division:** \_\_\_\_\_

**Date and time of observation:** \_\_\_\_\_

**Course name and section:** \_\_\_\_\_

Prior to the in-class observation, the instructor will provide the following to the reviewer:

1. A copy of the course syllabus.
2. A copy of a recent test and quiz.
3. Statement of grading policy and the mechanism for feedback of results to students.
4. Statement of office hours.

**DIRECTIONS:** *Please check one response for each indicator and provide comments.*

**Response Codes:**

- Strongly Agree (1)
- Agree (2)
- Neutral (3)
- Disagree (4)
- Strongly Disagree (5)
- Not Applicable

### **A. CLARITY**

<b>1. The instructor speaks and articulates clearly.</b>					
STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

<b>2. The instructor writes clearly and/or uses technology effectively.</b>					
STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**3. The instructor's thinking is organized and logical.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**4. The lecture was well organized and structured appropriately.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**B. CONNECTION WITH STUDENTS****5. The instructor makes good personal connection with students, e.g., through eye contact.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**6. The instructor is willing to listen to students' questions and opinions.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**7. The instructor encourages students to think for themselves.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**8. The instructor seems interested in teaching and is enthusiastic.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**9. The instructor stimulates interest in the course.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**C. PROFESSIONALISM****10. The instructor is well prepared.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**11. The instructor shows respect and concern for students.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**12. The instructor uses class time effectively.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**13. The instructor maintains discipline in class.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**14. The instructor demonstrates a deep knowledge of the subject matter.**

STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	NOT APPLICABLE
Comments:					

**D. SUMMARY**

**Summary statement regarding the Instructor's overall performance.**  
(Attach separate sheet if necessary.)

**THIS OBSERVATION WAS PREPARED BY:**

**Signature of Instructor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Observer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**A copy of this page must be given to the Instructor as evidence of a peer-review of teaching  
and for inclusion in any tenure or promotion portfolio.**