SWC
SOUTHWESTERN COLLEGE

FACULTY EVALUATION FORM O
ONLINE COURSES

FACULTY NAME: **20**

COURSE AND SECTION NUMBER:

COURSE TITLE:

SCHOOL: **DEPARTMENT:**

EVALUATOR'S NAME: **TITLE:**

DATE OF VISITATION: **# OF STUDENTS:**

All PC and Mac users please note: This form must be opened using **Adobe Reader**; **any forms opened/used in "Preview Mode" will not function properly.**

DIRECTIONS: Every item must contain specific comments including an example to illustrate the evaluator's point and suggestions for improvement if applicable. Each category includes a concise parenthetical, descriptive prompt; however, the evaluator's comments are not limited to those descriptors. Please select the most relevant rating from each drop down box.

OBSERVED LESSON AND RELEVANCE TO COURSE OUTLINE:

COURSE MANAGEMENT SYSTEM COMPONENTS BEING USED:

☐ **Announcements**   ☐ **Discussion Board**   ☐ **Assignments**   ☐ **Grouping**
☐ **Drop Box**   ☐ **Documents**   ☐ **Calendar**   ☐ **External Links**
☐ **Chat Room**   ☐ **Grades**   ☐ **Other**_____

INSTRUCTIONAL TECHNIQUES BEING USED:

☐ **Lecture**   ☐ **Class Discussion**   ☐ **Small Group Activities**
☐ **Individual Student Assistance** ☐ **Interactive Activity**   ☐ **Internet**
☐ **Audio/Visual**   ☐ **Web-enhanced**   ☐ **Online**   ☐ **Hybrid**

GOALS/OBJECTIVES: Select a rating that is most relevant from the drop down box (left).
                              8 – 10 = Strong │ 6 – 7 = Competent │ 4 – 5 = Marginal │ 1 – 3 = Unsatisfactory.

(Clearly stated verbally or written; relevant to larger goals; connected to other planned activities)

Comments:

Check here if continued on Addendum ☐

Evaluation Scale: 8 – 10 = Strong | 6 – 7 = Competent | 4 – 5 = Marginal | 1 – 3 = Unsatisfactory

ORGANIZATION OF LESSON PLAN:

(Organized progression from each activity to the next)

Comments:

Check here if continued on Addendum ☐

RESPONSE TIME:

(Punctuality responding to student queries and work)

Comments:

Check here if continued on Addendum ☐

USE OF ONLINE TIME:

(Punctuality responding to student queries and work)

Comments:

Check here if continued on Addendum ☐

Evaluation Scale: 8 – 10 = Strong | 6 – 7 = Competent | 4 – 5 = Marginal | 1 – 3 = Unsatisfactory

COURSE MANAGEMENT:

(Control of course environment)

Comments:

Check here if continued on Addendum ☐

EXPERTISE OF SUBJECT MATTER:

(Mastery of and currency in online teaching approaches; constructivist, etc.)

Comments:

Check here if continued on Addendum ☐

TEACHING METHODOLOGIES (PEDAGOGY/ANDRAGOGY):

(Mastery of teaching skills and strategies specific to online education)

Comments:

Check here if continued on Addendum ☐

Evaluation Scale: 8 – 10 = Strong | 6 – 7 = Competent | 4 – 5 = Marginal | 1 – 3 = Unsatisfactory

PRESENTATION AND DELIVERY:

(Awareness of imaging, vocabulary and delivery of lecture or lesson

Comments:

Check here if continued on Addendum ☐

STUDENT INVOLVEMENT:

(Evidence of active engagement and participation by students)

Comments:

Check here if continued on Addendum ☐

LEARNING ENVIRONMENT:

(Creates an environment conducive to learning)

Comments:

Check here if continued on Addendum ☐

RAPPORT:

(Evidence of mutual respect and professionalism)

Comments:

Check here if continued on Addendum ☐

Evaluation Scale: 8 – 10 = Strong | 6 – 7 = Competent | 4 – 5 = Marginal | 1 – 3 = Unsatisfactory

OVERALL CLASS VISITATION SCALE:

SUMMARY EVALUATION:

Comments:

Check here if continued on Addendum ☐

Evaluator's Signature: _____ Date:_____

Dean's Signature: _____ Date:_____

Dean Comments (Optional):_____

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Faculty Signature: _____ Date:_____

Faculty Comments (Optional): _____

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