

SVM Peer Teaching Evaluation

I. General Information

Instructor evaluated:	_____	Evaluation performed by:	1. _____
Signed/Date	[_____]	Signed/Date	[_____]
Semester/Year	_____		2. _____
Course evaluated:	_____	Signed/Date	[_____]
Percentage of course taught	_____		3. _____
Number of class sessions given in the course	_____	Signed/Date	[_____]
Professor of record for course evaluated	Yes <input type="checkbox"/> No <input type="checkbox"/>		4. _____
		Signed/Date	[_____]

Date of completion of the evaluation and forwarded to Department Head _____

Reviewed by Department Head _____ Date _____

II. Self-Evaluation - Address the following in a narrative form and attach (maximum 2 pages, single-spaced, 12 font)

- Give a description of your general teaching philosophy
- Briefly, describe your teaching activities
- Describe your short- and long-term teaching goals
- Provide a self-assessment of your teaching effectiveness

III. Evaluation of Course or Class Materials (may be completed prior to classroom visit)

All questions conform to the following 5-point scale:

- SA (5) Strongly Agree
- A (4) Agree
- N (3) Neither agree nor disagree
- D (2) Disagree
- SD (1) Strongly Disagree
- U Unable to assess
- N/A Not Applicable

► In computing the mean, use only those items for which a numerical score was given.

III-1. Mastery of content = Content expertise

- The instructor keeps abreast of current developments in the areas covered

SA	A	N	D	SD	U	N/A
5	4	3	2	1	x	x

Score III-1: _____

III-2. Content

The materials are balanced in their approach to the subject area

- The content is appropriate for the course objectives
- The level of the material is appropriate for students in this phase of their curriculum
- The amount of material presented is appropriate for the time allocated

SA	A	N	D	SD	U	N/A
5	4	3	2	1	x	x
5	4	3	2	1	x	x
5	4	3	2	1	x	x

Mean Score III-2: _____

III-3. Organization

- The materials follow a logical progression
- The materials builds on previously covered material

SA	A	N	D	SD	U	N/A
5	4	3	2	1	x	x
5	4	3	2	1	x	x

Mean Score III-3: _____

III-4. Objectives

- The objectives for the class session(s) are clearly defined

SA	A	N	D	SD	U	N/A
5	4	3	2	1	x	x

Score III-4: _____

III-5. Appropriateness of instructional materials

	SA	A	N	D	SD	U	N/A
• The instructor has a current and relevant syllabus (or notes) that includes the following components: objectives, sequential outline of the content, methods of evaluating student achievement, listing of text and other resource material	5	4	3	2	1	x	x
• The reading material (or other resources) assigned is appropriate for the objectives	5	4	3	2	1	x	x
• Homework and other course assignments are appropriate for the objectives	5	4	3	2	1	x	x
• The instructor provides the students with appropriate reference material or multimedia resources to assist their learning process	5	4	3	2	1	x	x

Mean Score III-5: _____

III-6. Evaluation methods

	SA	A	N	D	SD	U	N/A
• The instructor uses methods of evaluation of student learning that are appropriate for the objectives, e.g. homework, take-home assignments, quizzes, exams, practical exams	5	4	3	2	1	x	x
• Examination questions are appropriate	5	4	3	2	1	x	x

Mean Score III-6: _____

III-7. Commitment to teaching

	SA	A	N	D	SD	U	N/A
• The instructor shows a concern for student learning through his/her efforts in preparation of the instructional materials	5	4	3	2	1	x	x
• The instructor makes time available for interaction with the students outside the class room	5	4	3	2	1	x	x

Mean Score III-7: _____

Mean Score III: _____

IV. Classroom Visits (all members of Teaching Evaluation Team should participate)

	(5)	(4)	(3)	(2)	(1)	
	Excellent	Satisfactory		Needs Improvement		N/A*
• Organization of lecture/discussion/laboratory	5	4	3	2	1	NA
• Use of teaching aids, demonstrations, audio-visual materials	5	4	3	2	1	NA
• Knowledge of subject	5	4	3	2	1	NA
• Consistency with course objectives, materials, schedule	5	4	3	2	1	NA
• Clarity of presentation	5	4	3	2	1	NA
• Active involvement of students	5	4	3	2	1	NA
• Answers questions effectively	5	4	3	2	1	NA
• Recognition of diverse styles of learning	5	4	3	2	1	NA
• Enthusiasm	5	4	3	2	1	NA
• Effective teaching style	5	4	3	2	1	NA

*Not Applicable or was not or could not be evaluated.

Mean Score IV: _____

V. Summary Evaluation, Recommendations, and Comments

Signature of Team Leader

Date

VI. Response to Evaluation by Faculty Member (Optional)

Items to consider during a class room visit
 This list is not part of the peer teaching evaluation form.

	Insufficient	Optimal	Excessive
Organization			
Gives Outline			
Indicates transition of topics			
Summarizes			
Clarity			
Gives examples			
Defines unfamiliar terms			
Stresses important points			
Interaction			
Makes eye contact			
Encourages questions			
Asks questions			
Challenges the class			
Enthusiasm			
Speaks in an expressive way			
Illustrates with anecdotes			
Shows interest in the topic			
Use of Class Time			
Starts & finishes on time			
Covers relevant material			
Covers adequate amount of material			
Course requirements			
States objectives and grading criteria			
Speech			
Speaks clearly			
Rapport			
Calls individual students by name			
Announces availability for consultation			