

2100 Chester Avenue Bakersfield, CA 93301-4099 (661) 336-5100 Article 6 - Form C/FT

Bakersfield College
 Cerro Coso College
 Porterville College

KCCD Full-time Faculty Evaluation Materials Review and Online Instruction Observation

Evaluee		Evaluator	
Course	CRN		Date
Topic for the Day			
Mode A Year 1Mode B	Mode A Year 2Mode C	 Mode A Year 3 Temporary Faculty 	Mode A Year 4COF Faculty

Materials Review

The evaluee will provide the class materials to the evaluators.

Each evaluator should review a different class syllabus and samples of class materials (where applicable) using the criteria below. Evaluators should review the curriculum document of record relevant to the course materials. The following items should be referred to objectively.

	Materials Review:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Сот	urse Organization:						
1.	The syllabus describes the course content.	0	0	0	0	0	
2.	The syllabus includes an outline or calendar of topics to be covered, in a logical sequence.	0	О	0	0	0	
3.	Time given to course topics and assignments is appropriate.	0	0	0	0	0	
4.	The syllabus effectively describes student assignments, grading criteria, course policies.	0	0	0	0	0	
5.	The faculty member's expectations and policies are appropriate for the course level.	0	0	0	0	0	
6.	The syllabus states availability of accommodations for students with disabilities.	0	О	0	0	0	
7.	The assignments and assessment activities reflect course goals.	0	0	0	0	0	

Summary Comments of Materials Review:

C/FT Faculty Materials Review and Online Instruction Observation (continued)

Online Instruction Observation

Each evaluator should observe the course web site and evaluate the following aspects of the learning environment. The following items should be referred to objectively during the observation. If the observation does not include all of the items, use the "Unable to Assess" item.

Online Instruction Observation	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Structure and Goals:						
1. Site materials show clear signs of planning and organization.	0	0	0	0	0	
2. Site contains multiple instructional elements (text, graphics, links, media, chat)	0	О	О	Ο	0	
3. The site materials are easy to navigate.	0	0	0	0	0	
4. Content is presented in an effective, understandable manner.	0	0	0	0	0	
Behaviors:						
5. Content delivery is clear and easy to follow.	0	0	0	0	0	
6. Language used is understandable and at appropriate level for the student.	0	О	Ο	0	Ο	
Faculty and Student Rapport:						
7. Faculty treats students equitably.	0	0	0	0	0	
8. Faculty provides adequate opportunity for communication with students.	0	0	0	0	0	
9. The faculty member has offered course materials in a way that offers reasonable accommodation to students with disabilities.	0	О	Ο	0	Ο	
Professional Expertise:						
 Faculty demonstrates adequate, up-to-date, knowledge of the topics presented. 	0	0	О	0	0	
11. Material is appropriate for setting and course level.	0	0	0	0	0	
12. Site materials utilize appropriate vocabulary and grammar.	0	0	0	0	0	

13. What specific strengths did you identify in this instructor?

14. Please list any specific changes needed to strengthen this instructor's effectiveness.

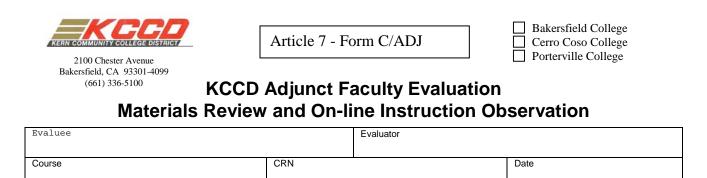
C/FT Faculty Materials Review and Online Instruction Observation (continued)

15.	List ar	ny other	suggestions	for	improvement.
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16. Other comments or suggestions?

Materials Review and On-line Instruction Observation Assessment					
Satisfactory	Needs Improvement	Unsatisfactory			
Evaluator's Signature		Date			
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Materials Review

Topic for the Day

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	Materials Review:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Co	urse Organization:						
1.	The syllabus describes the course content.	0	0	0	0	0	
2.	The syllabus includes an outline or calendar of topics to be covered, in a logical sequence.	О	О	0	0	0	
3.	Time given to course topics and assignments is appropriate.	0	0	0	0	0	
4.	The syllabus effectively describes student assignments, grading criteria, course policies.	О	0	0	0	0	
5.	The faculty member's expectations and policies are appropriate for the course level.	0	О	0	0	0	
6.	The syllabus states availability of accommodations for students with disabilities.	0	О	0	0	0	
7.	The assignments and assessment activities reflect course goals.	0	0	0	0	0	

Summary Comments of Materials Review:

C/ADJ Faculty Materials Review and On-line Instruction Observation (continued)

Online Instruction Observation

Each evaluator should observe the course web site and evaluate the following aspects of the learning environment. The following items should be referred to objectively during the observation. If the observation does not include all of the items, use the "Unable to Assess" item.

Online Instruction Observation:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Structure and Goals:						
1. Site materials show clear signs of planning and organization.	0	0	0	0	0	
2. Site contains multiple instructional elements (text, graphics, links, media, chat)	0	О	Ο	0	0	
3. The site materials are easy to navigate.	0	0	0	0	0	
4. Content is presented in an effective, understandable manner.	0	0	0	0	0	
Behaviors:						
5. Content delivery is clear and easy to follow.	0	0	0	0	0	
6. Language used is understandable and at appropriate level for the student.	0	Ο	Ο	0	0	
Faculty and Student Rapport:						
7. Faculty treats students equitably.	0	0	0	0	0	
8. Faculty provides adequate opportunity for communication with students.	0	0	0	0	0	
9. The faculty member has offered course materials in a way that offers reasonable accommodation to students with disabilities.	0	Ο	0	0	0	
Professional Expertise:						
10. Faculty demonstrates adequate, up-to-date, knowledge of the topics presented.	0	0	0	0	0	
11. Material is appropriate for setting and course level.	0	0	0	0	0	
12. Site materials utilize appropriate vocabulary and grammar.	0	0	0	0	0	

13. What specific strengths did you identify in this instructor?

14. Please list any specific changes needed to strengthen this instructor's effectiveness.

C/ADJ Faculty Materials Review and On-line Instruction Observation (continued)

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16. Other comments or suggestions?

Materials Review and On-line Instruction Observation Assessment

Satisfactory	Needs Improvement	Unsatisfactory
Evaluator's Signature		Date

Thank you for your participation.

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