

## CLASSROOM OBSERVATION FORM

The observation of instruction is designed to create opportunities for growth and improvement. While providing a syllabus and materials for the session's activities in advance of the observation will help the observer prepare for the instruction they will be observing, the observation still captures but a single point in time. Areas left unchecked below reflect only the absence of the specific item during the observation. These areas, as well as all topics on the form, should be discussed in a follow-up discussion between the observer and the instructor. Through this process, the observer will seek to offer insights useful to the instructor in the improvement of her/his teaching.

Course Title/Section PAM202-BCOI Instructor Richard Lippert  
 Length of Course 11:00 - 11:50 Length of Observation 11:00 - 11:50  
 Observer Richard Allison + Lillian Briola Date 12/03/15  
 Subject Matter Preparation for National Registry/Psychomotor Exams  
 Treated in Lesson

LEARNING ORGANIZATION AND MANAGEMENT				
1. During the observed class session(s), did the instructor demonstrate the following behaviors? (Check if observed.)				
A.	Started and ended class on time	<input checked="" type="checkbox"/>	D.	Took action to involve the student(s) in the class activity, as appropriate.
B.	Was prepared to conduct class.	<input checked="" type="checkbox"/>	E.	Clearly explained the learning objectives for the class.
C.	Made attempts to engage students in learning activities planned for the class session.	<input checked="" type="checkbox"/>	F.	Summarized the major points at the end of each topic and at the end of the session.
KNOWLEDGE OF SUBJECT MATTER				
2. During the observed class session(s), did the instructor demonstrate the following behaviors?				
A.	Explained concepts clearly.	<input checked="" type="checkbox"/>	C.	Responded adequately to student questions.
B.	Gave timely and relevant examples to illustrate concepts.	<input checked="" type="checkbox"/>	D.	Provided culturally relevant examples applicable to student learners when appropriate.
TEACHING STYLE				
3. During the observed class session(s), did the instructor demonstrate the following behaviors?				
A.	Spoke clearly and audibly	<input checked="" type="checkbox"/>	G.	Interacted appropriately with individual students and/or small groups during the class session.
B.	Showed expertise with and enthusiasm for the subject matter and teaching.	<input checked="" type="checkbox"/>	H.	Elicited feedback validation of student understanding of the material.
C.	Treated all students in an equitable manner	<input checked="" type="checkbox"/>	I.	Where appropriate, used a variety of techniques that reflect an awareness of different learning styles (e.g., small group activities, student presentations, hands-on practice, assessment activities).
D.	Encouraged questions and student participation, when appropriate.	<input checked="" type="checkbox"/>	J.	Used web-based resources, PowerPoint, or other technological tools, when appropriate.
E.	Gave students an adequate amount of time to respond to questions.	<input checked="" type="checkbox"/>	K.	Encouraged or required students' engagement in out-of-class activities related to the course (e.g., work with other students, participation in campus events, service learning, email communication with instructor/other students)
F.	Provided feedback that gave students direction for improvement.	<input checked="" type="checkbox"/>	L.	Acknowledged the diverse perspectives of student experiences.

**ENCOURAGEMENT TO ENGAGE IN CRITICAL THINKING**

4. During the observed class session(s), did the learning process designed by the instructor encourage students to engage in cognitive processes, including synthesizing and organizing ideas, information and experience in new ways and/or applying theories or concepts to practical problems in new situations?
5. Overall, did the instructor create an engaging learning experience during the observed class session?

**OBSERVERS' COMMENTS:**

Did a good job juggling groups of students doing various procedures. Impressed with the organization and preparation that goes into the class. Gave good feedback to students. Great learning activities using a wide variety of processes/procedures.

**CLASSROOM OBSERVATION SUMMARY EVALUATION**

As per Article X.C. of the CBA, the annual evaluation will include an overall performance rating of "satisfactory" or "unsatisfactory."



Satisfactory

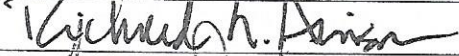
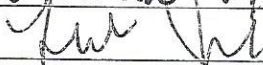


Unsatisfactory

"An employee who receives an overall rating of "unsatisfactory" on his or her annual performance evaluation will be placed on a performance improvement plan." (CBA, 15)

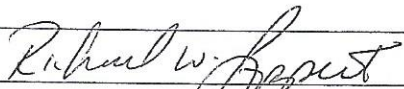
**OBSERVERS' RECOMMENDATIONS:**

None.

Signature:		Date:	12/03/15
Signature:		Date:	12/03/15

**INSTRUCTOR COMMENTS:**

Thank you for taking the time to come and observe!

Signature:		Date:	12/3/15
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