



Adjunct Faculty Observation Form

Name of Instructor Observed:	
Course and Prefix Title:	
Date and Time of Observation:	
Observer's Name:	

Directions: Under each section are specific, observable, teaching behaviors and a place to make comments. Please check “strongly agree”, “agree”, “neutral”, “disagree” or “strongly disagree” for each teaching behavior. Comments must be made when a “disagree” or “strongly disagree” is circled.

Demonstrates Knowledge Of Subject Matter	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Explains concepts clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is able to explain difficult topics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delivers content without necessary hesitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responds confidently and accurately to questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: 					

Manages Instruction Effectively	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Starts with review and objectives for the session	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates preparation for the session	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accomplishes objectives for the session	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starts and ends session on time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Session is consistent with course objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: 					

Stimulates Interest In Subject Matter	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Displays appropriate enthusiasm about the content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Modulates voice for emphasis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Makes effective use of gesture/body language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Makes attempts to hold students attention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

Encourages Student Participation	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Promotes discussion and interaction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provides opportunities for students to raise questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Checks on students understanding of material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shows good rapport with students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

Uses Appropriate Methods Of Instruction	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Clearly explains directions and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains eye contact with students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Speaks audibly and clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses multiple teaching methods effectively. Examples may include the following:					
<input type="checkbox"/> Media or Multimedia	<input type="checkbox"/> Chalk board/White board				
<input type="checkbox"/> Computer-aided instruction	<input type="checkbox"/> Demonstrations				
<input type="checkbox"/> Internet resources	<input type="checkbox"/> Handouts				
<input type="checkbox"/> Modeling behavior	<input type="checkbox"/> Lecture				
<input type="checkbox"/> Overheads	<input type="checkbox"/> Models (visual, conceptual)				
<input type="checkbox"/> Role Playing	<input type="checkbox"/> Power Point presentations				
<input type="checkbox"/> Small group activities	<input type="checkbox"/> Simulations				
<input type="checkbox"/> Writing	<input type="checkbox"/> Student presentations				
<input type="checkbox"/> Discussion	<input type="checkbox"/> Other: (please list)				
Comments:					

Demonstrates Collegiality	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Participates in departmental meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assists the department in achieving goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicates with faculty regarding quality instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

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Supervisor Completes this Section

Evaluation is based on review of syllabus, observation, review of student perception of instruction and student comment sheets.

☐ Satisfactory

☐ Needs Improvement (requires comments)

Comments:

Supervisor Signature: _____ Date: _____

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Instructor signature: _____ Date: _____

Instructor Comments if Desired: