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Article 6 - Form D/FT

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Full-time Faculty Evaluation Observation for Instructional Materials Review

Evaluee		Evaluator	
Course	CRN	Date	
<input type="checkbox"/> Mode A Year 1	<input type="checkbox"/> Mode A Year 2	<input type="checkbox"/> Mode A Year 3	<input type="checkbox"/> Mode A Year 4
<input type="checkbox"/> Mode B	<input type="checkbox"/> Temporary Faculty	<input type="checkbox"/> COF Faculty	

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 evaluee will provide the class materials to the evaluators. The following items should be referred to objectively; in some circumstances observation will not include all of the items; at this time you should use the "Unable to Assess" choice.

Course Materials Review:	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
Course Organization:						
1. The syllabus describes the course content.	O	O	O	O	O	
2. The syllabus includes an outline or calendar of topics to be covered.	O	O	O	O	O	
3. The outline and sequence of topics are logical.	O	O	O	O	O	
4. Time given to course topics and assignments is appropriate.	O	O	O	O	O	
5. The syllabus effectively describes student assignments.	O	O	O	O	O	
6. The syllabus effectively describes grading criteria.	O	O	O	O	O	
7. The syllabus effectively describes course policies.	O	O	O	O	O	
8. The faculty member's expectations and policies are appropriate for the course level.	O	O	O	O	O	
9. The syllabus states availability of accommodations for students with disabilities.	O	O	O	O	O	
10. The Faculty member integrates recent developments in the field.	O	O	O	O	O	
11. The assignments and assessment activities reflect course goals.	O	O	O	O	O	

Summary Comments of Course Materials:

Evaluator's Signature	Date
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Thank you for your participation.