



CLASSROOM OBSERVATION FORM
School of Art and Art History

Teaching assistant: _____

Date/time/room: _____

Course/section: _____
(Please see attached for summary of course goals/TA responsibilities)

Students present: _____

Attached material (if applicable-please list): _____

Observer: _____

Instructions to observer: Please rate this class using the scale below. Attach the position description of the course being observed and either an annotated narrative of the class you have observed or use the questions below as a guide for your comments.

--Overall, I would evaluate the teaching I observed as (check one):

Unsatisfactory

Satisfactory

Excellent

Comments:

1. Please summarize what happened during this class.

2. Please note aspects of this class that struck you as particularly positive.

3. Please note any advice you may have for areas that need improvement.

4. Please rate the oral communication competence of the TA.

Does the TA have knowledge of the subject?

Is the TA clear in her/his explanation of the process and is explanation appropriate to student understanding and material?

Does the TA use time effectively?

Does the TA encourage class participation and effective rapport with the students?

Does the TA help the students make discoveries in her/his critical process?

I have reviewed the Teaching Evaluation and understand that I may, but am not required to, respond in writing.

Signature of Teaching Assistant

Date

Note: this document is to be shared with the teaching assistant who may respond in writing to this evaluation. The evaluation and the assistant's response (if the assistant chooses to respond) will be placed in the assistant's teaching file.

Note: The above questions are designed to evaluate TAs responsible for teaching an entire course but are also applicable to TAs who assist faculty in their courses. Where several faculty are served by one TA, the Area Head will evaluate the TA after soliciting comments from the faculty served. TAs who perform departmental service should be evaluated in a similar way based upon their written job description. Please attach a copy of the job description (position announcement).