

**Illinois State University
Non-Tenure Track Faculty Classroom Assessment Form**

PERS 953

Evaluators may use this form as one tool towards assessing a NTT faculty member's instructional performance.

NTT Faculty Member: _____

Date of Observation: _____

Course: _____

Day/Time of Observation: _____

Preparation and Organization

	Weak			Strong	N/A
Appeared fully prepared for class					
Provided an overview of what was planned for the class period					
Organized the knowledge or material effectively					
Provided periodic summaries of what had been covered or discussed					
Used class time efficiently					

Comments:

Communication Skills

	Weak			Strong	N/A
Held students' attention					
Made effective use of instructional strategies					
Used eye contact effectively					
Advised and gave direction for student activities					
Demonstrated oral English proficiency					

Comments:

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Motivation and Engagement

	Weak			Strong		N/A
Appeared to be enthusiastic						
Seemed genuinely concerned about the students' learning						
Involved everyone in class						
Encouraged and interested students in learning						
Left enough wait time after asking questions for a student to respond						

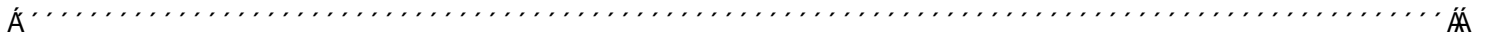
Comments:

Expertise

	Weak			Strong		N/A
Demonstrated command of subject matter or discipline						
Related topics of the course to each other						
Used real-life anecdotes and examples to illustrate abstract ideas						
Provided clear and comprehensive explanations when required						
Gave clear and understandable responses to students' questions						

Comments:

Overall Comments



Evaluator (please print)

Date

Evaluator Signature

Forward the original, signed evaluation form and any relevant supporting documents (e.g., self-assessment, classroom assessment, summary of student evaluations, etc.) to Human Resources, Campus Box 1300, 101 Nelson Smith Building, by the evaluation deadline. Those documents will be retained in the NTT faculty member's personnel file. Retain copies of all evaluation materials in the evaluating department.