

Napa Valley College

Peer Review Form for Academic Teaching Personnel

Evaluatee: \_\_\_\_\_

Class Session Observed: \_\_\_\_\_

Date: \_\_\_\_\_

Evaluator: \_\_\_\_\_

Time: \_\_\_\_\_

Comments recorded on this form will reflect observation of a class session as noted above, as well as evaluation of the syllabus and other relevant materials.

I. Classroom Preparation and Environment.

1. Observations and comments regarding the instructor's preparation for class.

2. Observations and comments regarding the instructor's knowledge of the subject material, or indicate NA if you are unfamiliar with the subject material.

3. Observations and comments regarding the establishment of a positive learning environment.

4. Observations and comments regarding the level of class participation/involvement on the part of students and the interaction between instructor and student.

II. Teaching-Learning Process

1. Describe the subject of this class session and record examples of technique(s) used to present the subject matter. Include the use of appropriate ancillary materials such as visual aids, films, diagrams, etc...

2. Observations and comments on the presentation of subject matter with regard to clarity and understanding from a learning perspective.

III. Syllabus/Content/COR Review

1. Observations and comments regarding instructor evaluation of student performance, and the method and frequency in which that evaluation is communicated to students.

2. Observations and comments regarding how well the syllabus/course content reflects the Course Outline of Record.

IV. Additional Input (Optional)

1. Share with the Evaluatee (either here in writing or in discussion) a teaching, review individual or group activity that you incorporate into your own classes.

2. Record additional comments.