PATFA Evaluation Process

1. Part-time faculty will be placed in the PATFA unit when the part-time faculty member has been employed for at least two of the four immediately preceding semesters (fall or spring) and is so employed in the current semester.

2. Once in the unit, PATFA members are to be evaluated in the fourth semester of service and every fourth subsequent semester of service (i.e. teaching) at a campus.

AFUM Member's first name (person completing this form)_____

AFUM Member's last name (person completing this form) _____

AFUM Member's PeopleSoft ID Number (do not enter leading zeroes)_____

PATFA Member's first name (person being observed)_____

PATFA Member's last name (person being observed)_____

PATFA Member's PeopleSoft ID Number (do not enter leading zeroes)_____

College/Unit the course if offered by: CLAS

Select the course prefix and course number_____

Type of instructional session:_____lecture_____seminar_____lab/field exp.____other_____

	Not Observed	Poor	Acceptable	Exemplary	Not Applicable
Begins on time in an orderly and organized fashion	○	○	○	○	○
Reviews and/or links to prior Learning	○	○	○	○	○
Clearly states outline and goal For class/session	○	○	○	○	○
Makes effective use of time (achieves goals of lesson plan)	○	○	○	○	○
Summarizes information at end of class	○	○	○	○	○
Information presented was factually correct	○	○	○	○	○
Material is appropriate to course	○	○	○	○	○

	Not Observed	Poor	Acceptable	Exemplary	Not Applicable
Uses visual aids/multimedia/other Materials to address learner styles	◯	◯	◯	◯	◯
Makes links to "real world" or other Applications	◯	◯	◯	◯	◯
Good mixture of student-centered And teacher-centered activities	◯	◯	◯	◯	◯
Quality of input and/or direction From the instructor	◯	◯	◯	◯	◯
Use of target language 90%	◯	◯	◯	◯	◯
Engages all students throughout the class/session	◯	◯	◯	◯	◯
Atmosphere conducive to supporting a community of learners	◯	◯	◯	◯	◯
Students are encouraged to use communicative strategies to avoid the use of English	◯	◯	◯	◯	◯
Students are encouraged to reflect and self-correct	◯	◯	◯	◯	◯

Other comments:

Overall instructional rating for the observed class session:

_____Very ineffective   _____Ineffective   _____Somewhat Ineffective   _____Neither Effective nor Ineffective

_____Somewhat Effective   _____Effective   _____Very Effective

Do you believe this observation is an accurate reflection of the instructional performance of this PATFA member?

_____Yes   _____No

Last reviewed: January 4, 2024