M College of Education & Professional Development

PEER EVALUATION FORM

Course _____   Instructor _____

# of Students _____   Semester _____

Evaluator _____   Date_____

PURPOSE: The purpose of this evaluation is 1) to provide a database for more accurate and equitable decisions on tenure, promotion, and professional advancement, and 2) to improve faculty performance.

INSTRUCTIONS: Please consider each item carefully and assign the highest rating only for unusually effective performance. Observation/review of face-to-face and/or online courses may be completed using this form.

	NA	1 Low	2	3 Satisfactory	4	5 High
1. Clearly defines lesson objectives	☐	☐	☐	☐	☐	☐
2. Demonstrates command of subject matter	☐	☐	☐	☐	☐	☐
3. Clearly and effectively communicates content for the level of students	☐	☐	☐	☐	☐	☐
4. Effectively organizes learning situations to meet objectives	☐	☐	☐	☐	☐	☐
5. Encourages student participation in the learning process	☐	☐	☐	☐	☐	☐
6. Utilizes a variety of activities and/or technologies	☐	☐	☐	☐	☐	☐
7. Activities are germane to the course syllabus	☐	☐	☐	☐	☐	☐
8. Encourages critical thinking and analysis	☐	☐	☐	☐	☐	☐
9. Responds appropriately to student questions, comments and/or assignments	☐	☐	☐	☐	☐	☐
10. Overall rating	☐	☐	☐	☐	☐	☐

11. Would you recommend this instructor to students?   ☐ Yes   ☐ No

12. Please provide supportive comments, if any to this instructor/class:

13. Please provide suggestions, if any, for this instructor/class:

14. In preparation or as follow-up did you have a   ☐ Pre-conference[1]   ☐ Post-conference[2]

Evaluated Faculty Member's **Reflection**[3]

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[1] A **pre-conference** may be most beneficial to the faculty evaluator if used to share contextual information about the course to be evaluated. It may also be helpful to discuss this evaluation form during the pre-conference.

[2] A **post-conference** may be most beneficial to the faculty member being evaluated if used to discuss the observation/review along with ratings and comments in more detail to offer the evaluated faculty member an opportunity to respond and reflect.

[3] **Reflection** – Please reflect on the evaluated lesson's/course's success, consider what might be done differently, and respond if needed to the feedback provided. Use the back of this form if necessary.