

PERALTA COMMUNITY COLLEGE DISTRICT
CLASSROOM OBSERVATION REPORT FORM
 TRC/Evaluation Committee Member

Tenure Candidate Name		College		
Semester	Academic Year	Course Code		
Course Name/Number		Lecture	Lab	Time
Observer		Date of Observation		

Prior to the observation, the observer shall meet with the tenure candidate to discuss the goals and objectives for the class. The observer should be familiar with the course outline. The candidate may provide the observer with any additional course materials considered appropriate.

Please comment on each of the following:

1. The objectives for the class session were achieved.

2. The method of presentation was appropriate in meeting the objectives.

3. The candidate was well prepared for the class session.

4. The candidate communicated effectively with students.

5. The candidate clarified the objectives for students.

6. Students participated in activities as expected.

7. Support materials (media, manuals, equipment) were appropriately and effectively used. (Note if not applicable.)

--

8. Overall assessment of the candidate. Include commendations and recommendations.

--

9. Professional considerations, including applications of knowledge base, motivation and interpersonal skills, and professional responsibility.

--

10. Overall Performance Rating

	Superior — <i>surpasses requirements; exceeds expectations</i>
	Satisfactory — <i>meets all standards of excellence as described in the policy</i>
	Below Standards — <i>does not consistently meet requirements</i>
	Unsatisfactory — <i>does not meet requirements; ineffective</i>

SIGNATURES

Observer	Date
Tenure Candidate	Date

The tenure candidate's signature on this form does not constitute acceptance of this evaluation. The candidate has the right to append his/her own written comments.