

CAPITAL COMMUNITY COLLEGE

APPRAISAL FORM

AFT

PROFESSIONAL STAFF MEMBER _____ COURSE _____ DATE _____

TERM _____ ACADEMIC YEAR _____

APPRAISER _____ TITLE _____

RATE EACH ITEM AS FOLLOWS:

S - Satisfactory U - Unsatisfactory NA - Not Applicable

A. INVOLVING STUDENTS

- _____ 1. Was there relevant involvement in the class? (by students)
- _____ 2. Was class or lab time used efficiently?
- _____ 3. Was critical thinking and analysis encouraged in the classroom?
- _____ 4. Were the students encouraged to express themselves freely and openly?
- _____ 5. Did the faculty member take a personal interest in students in classroom?
- _____ 6. Were the assignments clear and adequate?

B. COMMUNICATING CONTENT AND PURPOSE

- _____ 1. Were the major objectives of the course or lesson made clear?
- _____ 2. Was the class presentation planned and organized?
- _____ 3. Was a mastery of course content demonstrated by the faculty member?
- _____ 4. Were important ideas clearly explained?
- _____ 5. Were summaries made in ways which aided retention?

C. CREATING ENTHUSIASMS

- _____ 1. Was faculty member enthusiastic about subject matter?
- _____ 2. Were stimulating ideas introduced about the subject?
- _____ 3. Did faculty member react effectively to viewpoints different from His/Hers?
- _____ 4. Was attitude of students toward faculty member conducive to learning?
- _____ 5. Were Students alert and involved with the lesson?

D. *CONTRIBUTION IN PROMOTING THE BEST INTEREST OF THE TOTAL COLLEGE PROGRAM

E. *PROFESSIONAL ATTITUDE AND GROWTH

OVERALL RATING: _____

*Suggested comments and recommendations for improving effectiveness:

Date appraisal was discussed with professional staff member _____

The appraisal was discussed with me on the above date _____

The appraisal was discussed with the professional staff member on the above date _____

Professional Staff Member

Appraiser