



Daniel Morgan Graduate School of National Security

**In-Class Faculty Observation
Instructional Faculty Performance Review
FY 2019-2020 (Confidential)**

Report to Dean:

Program Chair:

Faculty Member:

Type of appointment:

School:

Discipline:

Contract Type	Contract Year

Recommendations	
Term Appointments	
Reappointment	
Reappointment with conditions (please explain)	



Classroom Observation

Name of Faculty Member:

Course:

Length of Time of Observation:

Name of Observer:

Number of Students Enrolled:

Date of Observation:

Materials Provided for Observer:

Observer Lists Instructor Activities	Observer Lists Student Activities
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Overall Effectiveness Rating: (Based on Faculty Rubric. Please explain here.)



Instructional Delivery

<p>1. Evidence of Planning (i.e. is there evidence the instructor has planned objectives with learner outcomes; planned instruction to achieve objectives; is prepared with appropriate materials)?</p>	<p>Observations</p>
<p>2. Implementation (i.e. is there evidence the instructor implemented the planned procedure in logical sequence; foster higher level thinking skills; vary teaching strategies and materials to address learner needs; motivate and involve students; evaluate learner progress and provide feedback; provide closure and preparation for next session)?</p>	<p>Observations</p>
<p>3. Classroom Management and Climate (i.e. does the instructor organize instructional learning time and use appropriate pacing; organize and utilize space, equipment, and materials effectively; manage student behavior to enhance learning; create a positive learning climate, communicate enthusiasm and respect; use effective communication to enhance learning?)</p>	<p>Observations</p>



4. Mastery of Subject Matter/Discipline (i.e. does the instructor present accurate and current information on concepts and skills; provide meaningful definitions, examples and applications related to the content; answer questions correctly or direct learner to the appropriate sources)?	Observations
Additional comments (if applicable):	

Date

Signature of Program Chair

Date

Signature of Faculty Member

**This document signifies that the faculty member has read the report and does not necessarily imply agreement with observations and feedback given.
Adopted from Harvard University & Montgomery College*