

Class Observation Plan Form

To be completed by the unit member being evaluated one week prior to the classroom visit.

Unit member being evaluated: _____

Observing member of Evaluation Team: _____

Course: _____ Section (CRN): _____

Room: _____ Time and day of class: _____

Date of visit: _____ # of students registered: _____

Please attach your course syllabus and a sample assessment tool. For librarians, please attach the assignment as well as the course syllabus from the discipline instructor.

1. What are the students learning in this class session?

2. What teaching strategies and activities have you planned for this session?

3. How did you factor equity into your planning for this class session?

4. How does the content of this session fit into the overall course and program goals?