APPENDIX B

EVALUATION FORMS

Evaluation of Teaching Effectiveness by Department Chairs/Peers

Each of the following questions deals with a Characteristic of Teaching Excellence which is considered important at Alfred State College.

First, fill in the instructor's name, the course name, number, and section number. Then, indicate your rating for each question circling a number from 7 (higher) to 1.

The first section, entitled COURSE ORGANIZATION, should be evaluated by reviewing the course syllabus and other course materials as shared with you by the instructor.

The second section, entitled CLASSROOM OBSERVATION, should be evaluated while observing a class in session.

When the evaluation is complete, please share a coy in person with the individual being evaluated.

Instructor's Name Kevin Cassell Date Spr. 2016

Course Name/No. Intro to Film (LITR 2813) Section 1

COURSE ORGANIZATION

1. Are the course materials shared with students clear and understandable?

   7 6 5 4 3 2 1
   Well outlined Poorly outlined

   Comments: Assignments, expectations, rubrics are posted in detail on Blackboard.

2. Are the grading procedures shared with students clear and understandable?

   7 6 5 4 3 2 1
   Very clear, easy to understand Not clear, difficult to understand

   Comments: Grading rubrics, syllabi comments, sample papers and sample completed assignments make very clear exactly how students will be evaluated and how the evaluations connect with the included SLOs. All are posted on Blackboard.

3. Do the evaluation tools (exams, projects, assignments) relate directly to the course objectives?

   7 6 5 4 3 2 1
   Well outlines Poorly outlined

   Comments: Appropriate rubrics, guidelines, examples of successful assignment completions, and even guidelines for and examples of online discussion boards are provided. And they encourage further learning through studying the instructor evaluations.

CLASSROOM OBSERVATION

4. Does the instructor appear well prepared for class?

7 6 5 4 3 2 1
Well prepared Poorly prepared

Comments: Dr. Cassell had written on the whiteboard all of the major points to be covered; however, he was flexible in answering and responding to student questions and comments. Video clips were perfect for demonstrating techniques being taught.

5. How well does the instructor communicate with students?

7 6 5 4 3 2 1
Highly effective communicator Poor communicator

Comments: Although Brown 119 is a large lecture hall, Kevin was able to conduct challenging and lively discussion of the films.

6. What is the instructor's attitude toward questions?

7 6 5 4 3 2 1
Highly receptive Unreceptive

Comments: Kevin is respectful always and his sense of humor also sets a nurturing tone. His written assignments demand intelligent application of classroom and textbook learning. His classroom lectures demand participation and attention, and he gets the best from his students. He has lavish office hours, and I regularly hear him guiding and helping students, particularly when they are writing or presenting something to the class.

7. What is the instructor's attitude toward the subject matter of the course?

7 6 5 4 3 2 1
High level of enthusiasm Low level of enthusiasm

Comments: He is in love with even bad films and their artistry, and he is insightfully effusive in his praise of various well done examples of whatever technique he is illustrating.

8. What is the instructor's attitude toward students?

7 6 5 4 3 2 1
Highly positive Highly negative

Comments: Kevin treats all his students and colleagues with respectful civility – even if they are being ignorant.

9. To what extent were the instructor's presentations generally thought provoking?

7	6	5	4	3	2	1
Very thought provoking						Not thought provoking

Comments: Students hang around after a class to discuss what they have learned or just seen. I find myself haunted by some of the material presented (i.e. The now noticed lighting/fire in Liam Neeson's shoulder as he begins caring about holocaust victims).

10. Overall, on basis of examination of course materials and classroom observation, how would you rate this instructor as compared to other instructors you have had the opportunity to evaluate?

7	6	5	4	3	2	1
Very high						Very low

Comments: Kevin Cassell is the best lecturer I have ever observed. I have been to many other professors' classes, he is superlative. And his love for the profession is also evidenced in his exuberance after the lecture.

Comments by faculty member following evaluation feedback: _____

Peer's Mentor
Evaluator: Dr Dinka V Constantine Date 5/11/16
~~Department Chair~~

Faculty Member Signature: Kevin Cassell
(Does not indicate agreement with evaluation but merely that evaluation has been read.)

5-13-16
Date shared with instructor