**External Evaluation of Teaching**

Instructor: Evaluator:

Course Number and Name: Date of Observation:

**Class Description**

Describe the class. Include the student population served, the size and setting of the class, and where this class fits in the students' program of study. What programs are your students part of? How much time do you spend with individual students?

* Faculty in the Priscilla Pond Flawn Child and Family Laboratory mentor and supervise XX students from a variety of programs on UT campus. These include YYY.
* Instructional face time with undergraduates is divided into 3 components
	+ 20-30 minutes of preparation/instruction for interaction with children (pre-conference)
	+ 3 hours of supervised interaction with children
	+ 20-30 minutes of reflection and debrief after interaction with children (post-conference)
* This observation is based on the pre- and post-conferences when the instructor was facilitating discussion directly with undergraduate students.
* For each element in the evaluation below, the evaluator makes notes for both the pre- and post-conference portions.

**Course materials**: Request access to the syllabus, class first-day handouts, current or previous year exams. This can usually be done by having the instructor add you as an observer to the Canvas site.

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| **1.1 Syllabus**. The syllabus included information on course goals and learning objectives, grading, exam policies, schedule of topics, and other essential information  |
| Evidence: A syllabus will be formalized for Fall 2020 |
| **1.2 Course objective.** The course objectives and learning goals are clear and consistent with students’ background and preparation.  |
| Evidence: A set of course learning objectives will be formalized for Fall 2020 |
| **1.3 Formal Assessment.** Formal assessments in the class are consistent with instructional objectives (homework, lab sheets, tests, quizzes, etc.). Questions assessed depth of knowledge and critical thinking, rather than memorization. |
| Evidence: A set of for assessments will be formalized for Fall 2020 |

**Environment, Structure, and Implementation**

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| **1.1 Organized**. The instructors' activities were well-organized, structured, made good use of time.  |
| Evidence:  |
| **1.2 Engagement.** The instructor employed experiential learning strategies appropriate for the size and structure of the class. Students were on task throughout the class and engaged in learning. |
| Evidence:  |
| **1.3 Informal Assessment.** The instructor took advantage of opportunities to gauge student understanding (asking questions, classroom response system, quizzes, etc.).  |
| Evidence:  |
| **1.4 Inclusivity**. The instructor demonstrates awareness of diversity and awareness of the range of student experiences (e.g. instructor asks for student feedback/participation in a variety of ways, content is free of materials that are insensitive to gender and racial diversity). |
| Evidence:  |
| **1.5 Resources**. Resources are suggested to students based on goals set prior to interacting with children, and reflections following interaction with children.  |
| Evidence:  |

**Content, Significance, and Connections**

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| **2.1** **Content**. The instructor chose content that was appropriate and in alignment with stated learning objectives.  |
| Evidence:  |
| **2.2** **Connections**. The instructor used strategies to help students to connect what happens during supervised interaction with children to prior knowledge, experience, and research activities associated with the program the student is enrolled in. |
| Evidence:  |
| **2.3** **Significance and Relevance**. The instructor made the significance of the supervised interaction with children explicit by helping students draw appropriate connections to other areas of learning, to other disciplines, or brought up the topic’s role in history, current events, or applications. |
| Evidence:  |

Summary and other comments:

Comments after meeting with the instructor following the observation and discussing the class that was observed:

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Signature (Observer) Signature (Instructor)