DFPA Course Visitation Report Form Copy

Name of Evaluator:

Position of Evaluator:

Name of Faculty:

Course Observed:

Location and Time:

Year of first teaching contract at Loyola:

1. Organization and preparedness materials and equipment: audio visual materials/media if used, music direction including work with accompanists if applicable.
2. Quality of presentation and/or assignment given.
3. Communication skills: Delivery of course directives and expectations. Instruction of course materials and skills. Attention to individual student needs.
4. Correspondence with the syllabus outline and objectives: evaluation of syllabus and its effectiveness for the course goals.

Points to be observed about the students:

1. Promptness and attendance, ready with required work
2. Involvement in assigned work and participation in discussion/critique
3. Response to instructor (asking questions, listening)

Points to be observed about critique visit:

1. Is atmosphere professional and supportive?
2. How does the faculty member incorporate *Cura Personalis* in their teaching?
3. How are students brought into the learning process?
4. What learning outcomes were addressed?
5. What learning appeared to occur?

Summary of Teaching Observation:

What are faculty members strengths?

Are there recommended areas of improvement?

Other thoughts on faculty role in the DFPA