

date Oct 16, 2017

FACULTY CLASS ROOM OBSERVATION REPORT

Year 2017

Untenured
 Tenured

Department HUMANITIES

D505

BUSINESS & PROFESSIONAL COMMUNICATIONS

Course/Section COM 13101

Name of observee LEE DAVID

Last Name, First Name

Rank ASSISTANT PROF.

Name of observer Victoria Highteman
Rank ASSISTANT

Date of Observation Oct 16, 2017 Room A1019

2:30

1. ALTERNATIVES TO INEQUALITY
Lesson Topic & Brief Summary LECTURE: SELF ORGANIZING SYSTEMS:
SOAIA NETWORKS, STRENGTH OF CLUSTERS, IMPROVING

Speakers speed back.

Please complete each item. This report will be returned unless each category contains supporting comments. Use additional pages if necessary.

I. CLASSROOM MANAGEMENT (prompt start, efficient attendance check):
 Satisfactory
 Unsatisfactory

STARTED promptly - took ATTENDANCE

VISITORS ARE ABOUT LIGHTING

SPELLED OUT!
(once previous)

SHOWED (pre-drawn) ON POWERPOINT

Really focuses on the objectives, clearly
present in his explanation

Students can trust that he will do what he
says he will do.

2) (Cont.)

- HE IS A GOOD LISTENER - VERY EMPATHIC.
- HIS FACE REFLECTS APPROVAL AND/OR SUPPORT
- NOT RELUCTANT TO CORRECT, BUT DOES SO KINDLY & CLEARLY.
- MAKES IT CLEAR TO STUDENTS THAT HE HAS 100% FAITH IN THEIR ABILITY TO MAKE PROGRESS OF INFORMATION WITH COMMENTS LIKE

PROFESSIONAL TRAITS (professional appearance and demeanor, clarity, volume, "DOES THAT" and pace of speech; establishment of rapport with students)

() Unsatisfactory

() Unsatisfactory

() Unsatisfactory

MAKE SENSE?

- KNOWS STUDENTS BY NAME.
- LOOKS PROFESSIONAL & WELL GROOMED
- HAND-OUTS & POWER POINTS WELL-FORMATTED (P.A. ATTENTIONAL COMPASSION)
- DELEE HAS ABOVE AVERAGE GOOD MANNERS - HIS STUDENTS RESPOND IN KIND
- RAPPORT: RESPECT DEMONSTRATED IN OUT-OF-CLASS SITUATIONS

HAS A CLEARLY DEVELOPED TEACHING STYLE -

300 SUBJECT MASTERY (accuracy of presented material, use of appropriate terminology, competence in use of equipment)

- () Excellent () Very Good () Satisfactory () Unsatisfactory
- IS EXCITED & CONFIDENT WITH TEACHING
- WHEN THERE IS ANY SORT OF "GIRN" HE HANDLES IT WITH A POLITE & MATERIAL IS USUALLY CLEARLY PRESENTED IN POWER POINT AND LECTURE INTRODUCES NEW MATERIAL WITH A 11 EXPLANATION

ORGANIZATION AND DEVELOPMENT OF MATERIAL (clear statement of objectives, logical sequence, budgeting of time, review, summary, and outside assignments as appropriate)

() Excellent () Very Good () Satisfactory () Unsatisfactory

- CONSTANT REVIEW & REVIEW TIME - SPOT ON (budget)
- VERY CLEAR ABOUT LONG & SHORT-TIME CASES OBJECTIVES - AS THIS APPLIES TO CONTEXT, CALENDAR & THE DAY'S LESSON
- ASSIGNMENTS ARE VERY CLEAR IN SYLLABUS IN CLASS
- HE DEMONSTRATES AN ABILITY TO EXPECTED QUESTIONS WITHOUT LOSING FEELS
- SHOWS BY EXAMPLE (POWER POINT) THE VALUE OF ESSAY & ACADEMIC CREDIBILITY

5 PRESENTATION OF MATERIAL (level and clarity of presentation, appropriate use of learning aids)

() Excellent () Very Good () Satisfactory () Unsatisfactory

SEE ABOVE

- HIS QUESTIONS ARE PROVOCATIVE & CHALLENGE STUDENTS TO USE THEIR POWERS OF REASON - CRITICAL THINKING ENCOURAGED
- OFTEN USES HIS VERY STRONG, DRY SENSE OF HUMOR AS A TEACHING TOOL

HAS A PLEASE & DESCENDIBLE VOICEDUARY

2. DL

CONGRATULATIONS YOU ARE COLLEGE

- CLASS NATURALLY SUPPORTIVE
 - DE LEE USES ^{APPROPRIATE} EXAMPLES IN HIS OWN LIFE TO RELATE TO HIS STUDENTS.
 - DE LEE IS A KIND PERSON'S A GOOD ROLE MODEL FOR OUR STUDENTS.
6. STUDENT-INSTRUCTOR INTERACTION (relevance, variety, and clarity of questions, appropriate recognition of student contributions)
- () Excellent () Very Good () Satisfactory () Unsatisfactory
- EXCELLENT ORTHOGRAPHY ON COVER LETTER, RESUME ASSIGNMENT.
 - CLEAR SET-UP FOR IMPROMPTU SPEECHES
 - CREATES A "LOW RISK" ENVIRONMENT FOR STUDENTS TO PERFORM
 - VERY CURRENT WITH SUBJECT MATTER - TODAY'S NEEDS
 - THE COURSE CONTENT IS VALUABLE, THE INSTRUCTION IS PRACTICAL: VERY WELL CONVEYED, WELL DEVELOPED
 - CLASS WAS LISTENING INTENTLY
 - NO CELL PHONES A GOOD SIGN

7. OVERALL EVALUATION (categories 1 through 6)

() Excellent I have advanced Dr. Lee before
 () Very Good not long after he joined our faculty.
 () Satisfactory I gave him a 5 in rating & felt
 () Unsatisfactory and expressed then that he would

"A far above average teacher. To say his teaching style was more confident and his leadership abilities much more in evidence I just want to add that this is a valuable - needs needed course. I feel every effort should be made TO KEEP IT UP! THANKS TO SPECIFIC RECOMMENDATIONS FOR IMPROVEMENT (use additional pages if necessary) -

Please report your student's questions & recommendations.

I have read and have been given a copy of the above report, and so signify by my signature below. I understand that I may attach additional comments to this document.

Signature of observee _____ date _____
 Signature of observer Debbie Swanson Oct 14, 2014
 date