

NEW YORK CITY COLLEGE OF TECHNOLOGY
OF THE CITY UNIVERSITY OF NEW YORK

POST OBSERVATION CONFERENCE MEMORANDUM

Date of Discussion March 14, 2011

Observation date March 7, 2011

Candidate's Name Rebecca Devers

Department English

Representatives Present _____

Course & Section ENG 1121/5421

Nina Barnett
Name of Observer

Name of Observee Rebecca Devers

Date Observation Filed 3/14/11 with Chairperson _____

P&B member or other assigned by chairperson

(Attach additional pages if necessary.)

Signed Nina Barnett Assoc. Prof.
Title

I understand that my signature means only that I have read this memorandum and that I may attach any comments I wish.

Staff Member's Signature [Signature]

3-14-11
date

NEW YORK CITY COLLEGE OF TECHNOLOGY
OF THE CITY UNIVERSITY OF NEW YORK

FACULTY CLASS ROOM OBSERVATION REPORT

Year _____

Tenured

Untenured

Department English

Course/Section ENG 1121/5421

Name of observee Devers, Rebecca
Last Name, First Name

Rank Assistant Professor

Name of Observer Nina Bannett

Rank Associate Professor

Date of Observation March 7, 2011

Room Namm 1005

Lesson Topic & Brief Summary: Discussion of engaging with quotations and MLA format to document sources

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

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1. CLASSROOM MANAGEMENT (prompt start, efficient attendance check):

Satisfactory

Unsatisfactory

Prof. Devers was in class before its start time of 10 AM, and began class promptly. Approximately 15 students were in the room as class began, and about 5 more students came in after the official start of class. Prof. Devers took attendance verbally at the beginning of the class. Student lateness was not addressed during this session.

2. PROFESSIONAL TRAITS (professional appearance and demeanor, clarity, volume, and pace of speech; establishment of rapport with students)

Satisfactory

Unsatisfactory

Prof. Devers was professionally attired and maintained a friendly and approachable demeanor throughout the class session. She could easily be heard in the back of the classroom.

3. SUBJECT MASTERY (accuracy of presented material, use of appropriate terminology, competence in use of equipment)
 Excellent Very Good Satisfactory Unsatisfactory

Prof. Devers presented writing as a process to her students, and reinforced it by using worksheets on the process of quoting and interpreting quotations. She reviewed steps in students' research projects, since the next class will take place at the library. She is keen on helping her students remember key concepts in MLA format. At one point, she remarked that "MLA is a language that we're learning," and that being "fluent" takes time, a most thoughtful way of getting students to think about style and format.

4. 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

Class began with students taking some time to complete a response sheet prior to turning in a paper. She then provided a guided review of MLA format, both in-text citations and Works Cited, with the goal of having students use MLA format in future papers and their research projects. The last 15 minutes of class were spent examining Frank Sinatra's song "New York, New York" and how lyrics could be quoted and analyzed. Prof. Devers' objectives were quite clear, but time did get away from her a bit, as there was no class time left for students to work with quotations of their own choosing, as had been mentioned at the beginning of class. However, Prof. Devers' discussion of MLA format was extremely thorough on both the overall issues that using any formatting style raises, as well as the details (i.e. punctuation). Her thoroughness and enthusiasm for the topic may have led to a longer discussion than she had initially planned.

5. PRESENTATION OF MATERIAL (level and clarity of presentation, appropriate use of learning aids)
 Excellent Very Good Satisfactory Unsatisfactory

Prof. Devers guided students through the discussion of MLA format quite skillfully, and used the blackboard to review a sample Works Cited entry as well as the format for parenthetical citations. Her handouts on quotation and close reading, as well as the student response sheet are appropriate and provide thoughtful models for advanced composition students.

6. STUDENT-INSTRUCTOR INTERACTION (relevance, variety, and clarity of questions, appropriate recognition of student contributions)
() Excellent () Very Good () Satisfactory () Unsatisfactory

Students were engaged in completing their response sheet at the start of class. When Prof. Devers asked students what they already knew about MLA style, she then used the answers from volunteers to frame her discussion. She acknowledged students who contributed, and mentioned her own experiences as a student with the intricacies of MLA style. Her questions were thoughtfully posed and designed to draw out student expertise as well as student confusion regarding incorporating and citing secondary sources.

7. OVERALL EVALUATION (categories 1 through 6)
() Excellent
() Very Good
() Satisfactory
() Unsatisfactory

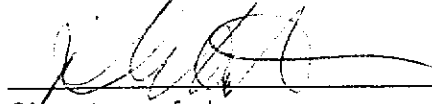
Prof. Devers is a thoughtful and engaging composition instructor who is invested in helping her students become more invested in the writing process, and is providing them with valuable guidance.

8. SPECIFIC RECOMMENDATIONS FOR IMPROVEMENT (use additional pages if necessary)

Since there was no time for students to work with the quotation of their choice during class time, one suggestion is to acknowledge to the class that time ran out, and ask that students try to work with the quotation at home.

Address student lateness in some way, either by asking to speak with late students after class, or by reminding the class of the policy stated on the class syllabus.

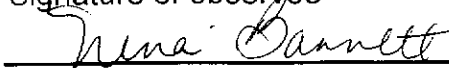
I have read and have been given a copy of the above report, and so signify by my signature below. I understand that I may attach additional comments to this document.



Signature of observee

3-14-11

date



Signature of observer

3-14-11

date 1/04