

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

POST OBSERVATION CONFERENCE MEMORANDUM

Date of Discussion 12/11/20

Observation date 12/02/20

Candidate's Name: Dr. Sarkar

Department Radiologic Technology & Medical Imaging

Representatives Present _____

Course & Section RAD: ~~4827~~ 4829 section HE24 (Adv MR Theory & Application)

Name of Observer Prof. DeVito

Name of Observee Dr. Sarkar

Date Observation Filed 12/13/20

P&B member or other assigned by chairperson

Anthony F. DeVito

(Attach additional pages if necessary.)

Signed _____

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 *Subhendra Sarkar*

12/22/2020

date

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

FACULTY CLASS ROOM OBSERVATION REPORT Year 2020

Untenured

Tenured

Department: Radiologic Technology & Medical Imaging **Course/Section** RAD4829/HE24

Name of Observee: Dr. Sarkar **Rank:** Associate Prof.

Name of Observer: Prof. DeVito **Rank:** Assistant Prof.

Date of Observation: 12.02.20 **Room:** On-line Blackboard

Lesson Topic & Brief Summary - ~~Students Clinical Competency~~ FT Faculty's clinical adjuncts ability to supervise, instruct, assess and grade their students regarding their clinical competencies. Adv Radiology Theory and Applications Education in a Didactic Course.

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**

Dr. Sarkar started his class on time and was prepared to work. Additionally, he made sure the students were present, and ready to learn and contribute to the class.

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

Dr. Sarkar always presents himself in a professional manner. His communication skills are very effective. Additionally, he demonstrates a good rapport with all students. I was especially impressed by his excellent communication skills with the students. These traits are necessary to be an effective instructor. Additionally, he presents his material in a manner that allows the students to understand the information that has been presented.

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

Dr. Sarkar, Is extremely knowledgeable regarding the material in this course. His ability to explain complicated MRI information in a clear, concise and effective manner is evident. He is able to navigate Blackboard in a fashion that allows the students to locate all the information needed for this course.

- 4. ORGANIZATION AND DEVELOPMENT OF MATERIAL (clear statement of objectives, logical sequence, budgeting of time, review, summary, and outside assignments as appropriate)**
(X)Excellent ()Very Good ()Satisfactory ()Unsatisfactory

Dr. Sarkar, clearly explains to the students what their responsibilities and obligations are to successfully complete this course. I was very impressed with the syllabus he developed. The syllabus was extremely detailed, yet easy to follow. Additionally, the syllabus allows the student's options regarding how they can chose to complete the assignments, readings and exams in this course. This truly benefits the students allowing them to be able to select a learning style that suits their own needs.

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

Dr. Sarkar, makes sure all topics and categories of the lesson/course are addressed. Additionally, he is able to give constructive criticism to the students in an appropriate manner. Throughout the lecture he constantly recaps the information presented to make sure the students understand the topic, if he see's one student unsure, he addresses this issue allowing the student to keep up with the information. He uses numerous learning aids i.e., Blackboard, Blackboard Ultra, Zoom and various functions on Blackboard.

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

Dr. Sarkar, spends time with his students addressing their concerns and answering all their questions. His abilities in the above-mentioned category were well demonstrated by his actions. For example, when he observes students participating in class he constantly gives the students positive feedback regarding their contributions. While observing this lecture it was clearly demonstrated that the students were fully engaged and comfortable with the subject matter of the lecture.

7. OVERALL EVALUATION (categories 1 through 6)

- Excellent
 Very Good
 Satisfactory
 Unsatisfactory

Overall, very effective teaching and learning experience.

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

Dr. Sarkar provides an enormous amount of information needed for this course. This is not an easy task, however, he does this in an effective manner. His passion demonstrated to me by observation of this lecture shows his dedication to student learning. He gives all the students his undivided attention. I myself learned new information regarding MRI principles, anatomy and imaging techniques that I was not aware of. Additionally, MRI principles that I previously did not understand became clearly evident.

Continue to work with the students on improving their skills. Additionally, make sure the students are prepared for their upcoming final examination and any assignments due.

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.

Subhendra Sarkar

12/22/2020

Signature of Observee

date

Anthony F. DeVito

12/11/20

Signature of Observer

date