



2100 Chester Avenue
Bakersfield, CA
93301-4099

Article 6 – Form B/FT

KCCD Full-Time Faculty Evaluation

☐ Bakersfield College
☐ Cerro Coso College
☐ Porterville College

Materials Review and Classroom Instruction Observation

Evaluatee		Evaluator			
Course	CRN	Date			
Topic for the Day					
☐ Mode A Year 1	☐ Mode A Year 2	☐ Mode A Year 3	☐ Mode A Year 4		
☐ Mode B	☐ Mode C	☐ Temporary Faculty	☐ COF Faculty		
Materials Review The Evaluatee will provide the class materials to the evaluators. Each Evaluator should review a different class syllabus and samples of class materials (where applicable) using the criteria below. Evaluators should review the curriculum document of record relevant to the course materials. The following items should be referred to objectively.					
Materials Review: Course Organization	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess
1. The syllabus describes the course content.	☐	☐	☐	☐	☐
2. The syllabus includes an outline or calendar of topics to be covered, in a logical sequence.	☐	☐	☐	☐	☐
3. Time given to course topics and assignments is appropriate.	☐	☐	☐	☐	☐
4. The syllabus effectively describes student assignments, grading criteria, course policies.	☐	☐	☐	☐	☐
5. The faculty member's expectations and policies are appropriate for the course level.	☐	☐	☐	☐	☐
6. The syllabus states availability of accommodations for students with disabilities.	☐	☐	☐	☐	☐
7. The assignments and assessment activities reflect course goals.	☐	☐	☐	☐	☐

Summary Comments of Materials Review:

B/FT Faculty Materials Review and Classroom Instruction Observation (continued)

Classroom Instruction Observation

Each evaluator should observe a class session and evaluate the following aspects of the learning environment. The following items should be referred to objectively during the observation. If the observation does not include all of the items, use the "Unable to Assess" item.

Classroom Instruction Observation	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
1. Activity shows clear signs of planning and organization	☐	☐	☐	☐	☐	
2. Multiple instructional elements (e.g. lecture, handouts, technology) are used, if appropriate.	☐	☐	☐	☐	☐	
3. When multiple instructional elements are used, they are effectively integrated.	☐	☐	☐	☐	☐	
4. Class time is used effectively.	☐	☐	☐	☐	☐	
5. Faculty creates a learning environment.	☐	☐	☐	☐	☐	
6. Presentation is clear, and transitions between topics are effective.	☐	☐	☐	☐	☐	
Behaviors						
7. Delivery is effective and understandable.	☐	☐	☐	☐	☐	
8. Faculty maintains effective eye contact.	☐	☐	☐	☐	☐	
9. Oral delivery is clear and easy to follow.	☐	☐	☐	☐	☐	
10. Rate and tone of oral delivery are effective.	☐	☐	☐	☐	☐	
11. Faculty exhibits a poised demeanor.	☐	☐	☐	☐	☐	

B/FT Faculty Materials Review and Classroom Instruction Observation (continued)

Behaviors (continued)	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Assess	Comments
12. Faculty is enthusiastic about course content.	☐	☐	☐	☐	☐	
13. Language used is understandable and at the appropriate level for the course.	☐	☐	☐	☐	☐	
Faculty and Student Rapport:						
14. Faculty treats students equitably and fosters an inclusive environment conducive to student learning, including demonstrating the ability to work with and serve individuals within a diverse community college campus environment.	☐	☐	☐	☐	☐	
15. Students are attentive.	☐	☐	☐	☐	☐	
16. Questions are encouraged.	☐	☐	☐	☐	☐	
17. Questions are answered clearly.	☐	☐	☐	☐	☐	
18. Faculty and students demonstrate respect for each other.	☐	☐	☐	☐	☐	
Professional Expertise						
19. Faculty demonstrates adequate and up-to-date knowledge of the topics presented.	☐	☐	☐	☐	☐	
20. Material is appropriate for setting and course level.	☐	☐	☐	☐	☐	

Please answer the following questions.

21. What specific strengths did you identify in this instructor?

22. Please list any specific changes needed to strengthen this instructor's effectiveness.

B/FT Faculty Materials Review and Classroom Instruction Observation (continued)

23. List any other suggestions for improvement.

24. Other comments or suggestions?

Materials Review and Classroom Instruction Observation Assessment

☐ Satisfactory

☐ Needs Improvement

☐ Unsatisfactory

Evaluator's Signature_____

Date_____

Thank you for your participation.