

**TRINITY VALLEY COMMUNITY COLLEGE
FACULTY EVALUATION, 2006-2007**

NAME: _____ **DATE:** _____

1. COLLEGIALITY (may not directly relate to IDEA Course Evaluations)

Rate the following items from 1 to 5 using the following scale:

[1 – Strongly Agree, 2 – Agree, 3 – Neutral, 4 – Disagree, and 5 – Strongly Disagree]

| | |
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| | a. Instructor cooperates with supervisor. |
| | b. Instructor cooperates with administration. |
| | c. Instructor willingly accepts his/her share of department/division tasks. |
| | d. Instructor participates in committee assignments. |
| | e. Instructor is punctual in attending meetings. |
| | f. Instructor is punctual in turning in reports, etc. |
| | g. Instructor is available to students outside of regularly scheduled classes. |
| | h. Instructor is reliable in meeting class. |
| | i. Instructor is reliable in starting class on time. |
| | j. Instructor teaches assigned classes according to approved course syllabi and minimum competencies. |
| | k. Instructor notifies the division chairperson or appropriate supervisor as early as possible of an inability to meet a class. |
| | m. Instructor keeps accurate and current records for students to review their progress. |
| | n. Instructor is on track to meet the college's professional growth requirements. |
| | o. Instructor participates in curricular development, including the identification and evaluation of student learning outcomes (LEAPs). |

Additional comments:

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NEXT PAGE →

FROM IDEA DIAGNOSTIC FORM REPORT

The IDEA Diagnostic Form Report is designed to respond to five questions:

1. Overall, how effectively was this class taught?
2. How does this compare with the ratings of other teachers?
3. Were you more successful in facilitating progress on some class objectives than on others?
4. How can instruction be made more effective?
5. Do some salient characteristics of this class and its students have implications for instruction?

The remainder of this form is designed to facilitate the use of IDEA results for these purposes; however, to fully realize the potential of the IDEA system, it would be helpful if the faculty member would review the IDEA interpretive guide. This guide provides a further information on the IDEA system, and it is located online at: <http://www.idea.ksu.edu/diagnosticguide.pdf>.

2. OBSERVATIONS OF STRENGTHS IN TEACHING STYLES

Reliability & Representativeness (From page 1 of IDEA form)

From the 1st box that is shaded in IDEA (starts with "There are XX students enrolled..."), indicate the degree of reliability for each course.

| | Course 1 | Course 2 | Course 3 | Course 4 | Course 5 |
|--------------------------------------|----------|----------|----------|----------|----------|
| Course Name: | | | | | |
| Course #: | | | | | |
| Time: | | | | | |
| Reliability: | | | | | |
| Representativeness: | | | | | |
| Is this a Distance Education Course? | | | | | |

If your results are marked as UNRELIABLE or NOT REPRESENTATIVE for a given course, **USE CAUTION IN INTERPRETING THE RESULTS from the IDEA evaluations for THIS COURSE.*

Student Ratings of Learning on Relevant Objectives

(Top of 2nd page, IDEA Form)

3. Indicate any "Essential" or "Important" objectives that were rated "Higher" or "Much Higher" and "Lower" or "Much Lower" when compared to the *adjusted score* under your discipline (listed as *IDEA Discipline*). Do so by writing the *IDEA Survey Item Number* (e.g. 22, 24, etc...).

If there are none, please write "**NONE**" in the space provided. Again, use the *Adjusted Score*.

| | Course 1 | Course 2 | Course 3 | Course 4 | Course 5 |
|---------------------------|----------|----------|----------|----------|----------|
| "Higher" or "Much Higher" | | | | | |
| "Lower" or "Much Lower" | | | | | |

4. What changes do you plan on making to improve the learning environment in order to enhance student learning in the areas rated as "Lower" or "Much Lower?" (If there are differences in performance by course, make a note of that here):

Teaching Methods and Styles

(page 3 of IDEA form)

For the items listed under the "Improving Teaching Effectiveness" section, there are three prompts that you need to respond to for each Teaching Effectiveness Cluster.

- a. Rate, from "strongly agree" to "strongly disagree," the instructor's performance in that area.
- b. Indicate the item number of individual objectives that appear under the "Teaching Methods and Styles" section that are considered *Strengths to Retain* and *Consider Increasing* under the heading "Suggested Action" for all courses.
- c. Provide any additional comments regarding strengths or weaknesses in this area, as well as any plans for improvement.

5. Stimulating Student Interest

5a. The instructor stimulates student interest in learning. (check one)

- Strongly Agree*
 Agree
 Neutral
 Disagree
 Strongly Disagree

5b.

Items that show up as *strengths to retain* in IDEA Course Evaluations under "Stimulates Student Interest:"

List: _____

Items rated as *consider increasing* in IDEA Course Evaluations under "Stimulates Student Interest:"

List: _____

5c. Additional comments regarding strengths or weaknesses in this area, as well as any plans for improvement. *(If there are differences in performance by course, make note of that here.)*

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6. Fostering Student Collaboration

6a. The instructor fosters student collaboration in learning. (check one)

- Strongly Agree*
 Agree
 Neutral
 Disagree
 Strongly Disagree

6b.

Items that show up as *strengths to retain* in IDEA Course Evaluations under "Fostering Student Collaboration:"

List: _____

Items rated as *consider increasing* in IDEA Course Evaluations under "Fostering Student Collaboration:"

List: _____

6c. Additional comments regarding strengths or weaknesses in this area, as well as any plans for improvement. *(If there are differences in performance by course, make note of that here.)*

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7. Establishing Rapport

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| <p>7a. The instructor establishes rapport with students in the learning environment. (check one)</p> <p><input type="checkbox"/> <i>Strongly Agree</i></p> <p><input type="checkbox"/> <i>Agree</i></p> <p><input type="checkbox"/> <i>Neutral</i></p> <p><input type="checkbox"/> <i>Disagree</i></p> <p><input type="checkbox"/> <i>Strongly Disagree</i></p> | <p>7b.</p> <p>Items that show up as <u><i>strengths to retain</i></u> in IDEA Course Evaluations under “Establishing Rapport:”</p> <p>List: _____</p> <p>Items rated as <u><i>consider increasing</i></u> in IDEA Course Evaluations under “Establishing Rapport:”</p> <p>List: _____</p> |
|---|---|

7c. Additional comments regarding strengths or weaknesses in this area, as well as any plans for improvement. *(If there are differences in performance by course, make note of that here.)*

8. Encouraging Student Involvement

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|--|---|
| <p>8a. The instructor encourages student involvement in the learning environment. (check one)</p> <p><input type="checkbox"/> <i>Strongly Agree</i></p> <p><input type="checkbox"/> <i>Agree</i></p> <p><input type="checkbox"/> <i>Neutral</i></p> <p><input type="checkbox"/> <i>Disagree</i></p> <p><input type="checkbox"/> <i>Strongly Disagree</i></p> | <p>8b.</p> <p>Items that show up as <u><i>strengths to retain</i></u> in IDEA Course Evaluations under “Encouraging Student Involvement:”</p> <p>List: _____</p> <p>Items rated as <u><i>consider increasing</i></u> in IDEA Course Evaluations under “Encouraging Student Involvement:”</p> <p>List: _____</p> |
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8c. Additional comments regarding strengths or weaknesses in this area, as well as any plans for improvement. *(If there are differences in performance by course, make note of that here.)*

9. Structuring Classroom Experiences

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| <p>9a. The instructor structures classroom experiences to maximize learning for <i>all</i> students. (check one)</p> <p><input type="checkbox"/> <i>Strongly Agree</i></p> <p><input type="checkbox"/> <i>Agree</i></p> <p><input type="checkbox"/> <i>Neutral</i></p> <p><input type="checkbox"/> <i>Disagree</i></p> <p><input type="checkbox"/> <i>Strongly Disagree</i></p> | <p>9b.</p> <p>Items that show up as <u><i>strengths to retain</i></u> in IDEA Course Evaluations under “Structuring Classroom Experiences:”</p> <p>List: _____</p> <p>Items that show up as needing improvement in IDEA Course Evaluations under “Structuring Classroom Experiences:”</p> <p>List: _____</p> |
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9c. Additional comments regarding strengths or weaknesses in this area, as well as any plans for improvement. *(If there are differences in performance by course, make note of that here.)*

*Faculty are encouraged to review the remaining portions of the IDEA Diagnostic Form Report.
End of the formal use of the IDEA Diagnostic Form*

CHANGES AS A RESULT OF EVALUATION AND PLANNING
(Including IDEA Course Evaluations and other Points of Reference)

10. Actions taken to improve student learning during the academic year. *(Include a report of contributions to the enhancement of student learning by participating in Learning Enhancement Annual Plans [LEAPs]).*

11. Progress towards achieving goals and strategies for improvement listed on your self-evaluation form from the prior year.

12. Overall, identify areas in need of improvement and list goals and strategies to accomplish this during the upcoming year.

13. Please use this space below for any additional comments you may have.

Attach a copy of the faculty member's **IDEA Course Evaluation Report(s)** to this evaluation.
Division Chairs **MUST** keep a copy of these results on file in their office per SACS Guidelines.

Signature of Supervisor Date

Signature of Instructor Date