

Enhanced Peer Evaluation Report: Formative & Summative

(Faculty seeking Retention for Years 3-5)

Faculty Member Being Evaluated: _____ Faculty Member's Rank: _____

Faculty Member's Department: _____ Semester of Evaluation: _____

Years of Prior Credit Awarded toward Tenure: _____

Number of Years of Probationary service at APSU including present year: _____

Course Number: (e.g. COMM 2045): _____ Course Title: _____

Course Meeting Time (e.g., MWF 9:05 a.m.—10 a.m.) _____

Course Modality (check one or explain if other):

Face-to-face

Fully Online

Hybrid

Hybrid Light

Desktop Video Conferencing

Other (please explain): _____

Formative Evaluation Information:

Date of Evaluation: _____ Time Range: (e.g., Class observed from 09:35 -10:40 am) _____

Online Platform (if synchronous, e.g., Zoom) or Room Location (if in-person, include Building & Room #): _____

Number of students enrolled: _____ Number of students in attendance (if evaluation synchronous or in-person): _____

Formative Feedback Information: *Note meeting must occur with evaluator and faculty member being evaluated within one week of evaluation date.*

Date of Meeting: _____ Time Range: (e.g., met from 10:30-11:00 am) _____

Meeting Location (if in-person, include Building & Room #; if virtual, list platform): _____

Summary of Observed Strengths and Areas for Improvement as discussed with faculty member being evaluated: _____

Summative Evaluation Information:

Date of Evaluation: _____ Time Range: (e.g., Class observed from 09:35 -10:40 am) _____

Online Platform (if synchronous, e.g., Zoom) or Room Location (if in-person, include Building & Room #): _____

Number of students enrolled: _____ Number of students in attendance (if evaluation synchronous or in-person): _____

Summative Evaluation of Teaching Effectiveness**Rating Scale: (1 = Poor, 2 = Weak, 3 = Average, 4 = Good, 5 = Excellent, NA = not applicable)****Content**

Main ideas are clear and specific	1	2	3	4	5	
Higher order thinking or problem solving is required of students	1	2	3	4	5	
Definitions are given for vocabulary	1	2	3	4	5	NA
Provides tangible connections with other disciplines or real-world examples	1	2	3	4	5	NA
Mathematical symbols and language are used appropriately.	1	2	3	4	5	NA

Organization

Organization is clear and logical	1	2	3	4	5	
Material is paced appropriately	1	2	3	4	5	
Connects to students' prior knowledge, lessons, assignments, and/or readings	1	2	3	4	5	NA

Interaction

Encourages students to ask questions	1	2	3	4	5	
Instructor wait time is sufficient after questioning	1	2	3	4	5	
Provides informative feedback	1	2	3	4	5	
Creates an appropriate, inclusive learning environment	1	2	3	4	5	
Uses a variety of instructional strategies	1	2	3	4	5	
Instructor incorporates student responses	1	2	3	4	5	NA

Use of Media

Presentation style facilitates learning	1	2	3	4	5	
Computerized instruction is effective	1	2	3	4	5	NA
Audio/visual materials or demos are used effectively	1	2	3	4	5	NA

Communication

Instructor communicates effectively	1	2	3	4	5	
Rate of delivery is appropriate (note for online this may be video lectures, discussion board responses, overall material pacing, etc.)	1	2	3	4	5	

Summative Narrative Comments on Observed Strengths and Areas for Improvement

Must include comments on changes between formative and summative evaluations, especially items in formative summary.

Additional topics to comment on (at a minimum):

1. Specific examples of observed strengths.
2. Specific examples of observed areas needing improvement.
3. Specific recommendations and suggestions for improvement of teaching effectiveness.

Evaluator's Name (print): _____

Evaluator's Department: _____

Evaluator's Signature: _____

Date: _____