

STATE UNIVERSITY OF WEST GEORGIA • DEPARTMENT OF MUSIC

**Part-time Faculty**

**EVALUATION OF INSTRUCTION**

**Self- Evaluation and Chair's Evaluation Report**

The information from this evaluation will be used to: 1) help each part-time instructor improve course content and teaching skills, and 2) provide input in evaluating each instructor for retention. The instructor will receive the results of this evaluation each time that it is administered. The evaluation is administered at least once per academic year.

The evaluator is required to check the extent of his/her agreement with each item by selecting a number that corresponds most accurately with the descriptors provided. Additional comments may be written at the end of the evaluation form.

Instructor \_\_\_\_\_ Evaluator \_\_\_\_\_

Course/Applied Area \_\_\_\_\_ Term \_\_\_\_\_

1. Please evaluate the instructor in the following categories: (1--not at all; 2--slightly; 3--to some extent; 4--to a great extent; 5-not applicable).

The instructor:

**Preparation and Organization**

1. Displays a command of instructional content	1	2	3	4	5
2. Provides instruction that is consistent with the course goals and learning outcomes.	1	2	3	4	5
2. Structures class/lessons in an organized way	1	2	3	4	5
3. Clearly states what is expected of students	1	2	3	4	5
4. Explains ideas clearly	1	2	3	4	5
5. Is well-prepared	1	2	3	4	5

**Presentation**

1. Presents material in an effective manner	1	2	3	4	5
2. Demonstrates self-confidence in his/her presentation	1	2	3	4	5
3. Speaks audibly and clearly	1	2	3	4	5
4. Expects high levels of achievement from students					

**Procedures**

1. Gives students the opportunity to ask questions	1	2	3	4	5
2. Is careful and precise in answering questions	1	2	3	4	5
3. Gives equal opportunity to all students to participate in class	1	2	3	4	5
4. Encourages student participation and problem solving	1	2	3	4	5
5. Appears to have a good rapport with students	1	2	3	4	5
6. Demonstrates an aptitude and skills for teaching	1	2	3	4	5

**Performance and Pedagogy**

1. Demonstrates technically proficient performances	1	2	3	4	5
2. Demonstrates musically inspired performances	1	2	3	4	5
3. Performs publicly on campus	1	2	3	4	5
4. Performs publicly in professional forums	1	2	3	4	5

B. Instructor's strengths:

C. Instructor's area(s) for improvement:

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Instructor's signature \_\_\_\_\_ Chair's signature \_\_\_\_\_