

Evaluation Workshop – August 2017

(1) Introductions - Ardon

(2) Goals for this workshop – Ardon & Misty

- inform about the process
- reflect on your / our practices
- ok to ask questions as we go

(3) Contract Information - Jon

(4) Evaluatee's Perspective – Neil

- **Partner up and write down ideas centered around the Evaluatee's Perspective.**

What are things to consider when you are preparing for your evaluation?

- self evaluation - gives broader view of your teaching and other activities
- visitation days:
 - snapshot view
 - give choices (not wide open / not too narrow)
 - variety of classes
 - multi modal
- introduce the visitor to the class / let the students know before
- provide syllabus, handouts, etc. to visitor / sample exams, essays
- online class = visitor stays in class for a while
- evaluation process = learning / reflective process = to help student learning
- new forms, esp. the student evaluations & self-eval instructions

(5) Evaluator's Perspective – Neil

- evaluating peers or adjuncts
- **Partner up and write down ideas centered around the Evaluator's Perspective.**

What are things to consider when you are serving as an evaluator?

- student evaluations - script to read
- what do you want to learn/discover when you visit?
- be mindful of your own biases (how you teach is not the only way to teach)
- see yourself as a student in the classroom
- provide constructive suggestions
- typed comments are preferred (summary, commendations, recommendations)
- new forms, esp. the student evaluations & visitation forms