

To be completed by the unit member being evaluated one week following the observation

Unit member being evaluated: _____

Observing member of Evaluation Team: _____

Time and day of visit: _____

Date of visit: _____ # of students helped: _____

1. Choose two separate interactions, from those that took more time, during the period of this observation. For both interactions: Describe the student's concerns or questions* and how you taught the necessary reading and writing skills. What strategies did you utilize to engage the students during these two interactions? Is there anything you would have done differently?

*Include the course and course instructor for each interaction, if known.

2. How did you assess the students' learning as you progressed through each of these interactions?

3. How did you factor equity into your response during each of these interactions?

4. How did the content of these interactions support College of Marin's commitment to helping students develop the skills to evaluate information critically and express concepts clearly?