

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ASSOCIATE-FACULTY DISTANCE EDUCATION OBSERVATION

Instructor of Record: _____ ☐ Online ☐ Synchronous
☐ Hybrid ☐ Asynchronous

Course ID and Name: _____ Section No.: _____

Module/Unit/Week Observation: _____

KEY: S = Satisfactory N = Needs Improvement U = Unsatisfactory

For each of the following criteria being reviewed please provide a narrative in the comments section.

1.	Subject Matter Expertise	S	N	U
	1.1 Breadth and depth of subject matter expertise is clearly demonstrated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 1.1:			
2.	Content Presentation and Course Design in Canvas	S	N	U
	2.1 Canvas course shows preparation through a predictable/consistent organization of material.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 2.1:			
	2.2 The Module/Unit/Week of instruction has a logical curriculum design and flow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 2.2:			
	2.3 Course navigation is clear, intuitive and consistent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 2.3:			
	2.4 The amount of course content is manageable and chunked into reasonable segments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 2.4:			
	2.5 Module/Unit/Week content is consistent in structure and organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 2.5:			
	2.6 Information is presented in a variety of modalities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 2.6:			

3.	Course Communication and Interactions	S	N	U
	3.1 Uses Canvas features to communicate and enhance student engagement in the course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 3.1:			
	3.2 Two or more different types of regular and substantive instructor initiated interactions are observed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 3.2:			
	3.3 Opportunities for student-to-student engagement and interaction are present.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 3.3:			
4.	Assignments	S	N	U
	4.1 Instructor provides clear instructions and grading criteria for assignments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 4.1:			
	4.2 Instructor utilizes formative and summative assignments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 4.2:			
5.	Syllabus	S	N	U
	5.1 Syllabus includes required information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments 5.1:			
6.	Accessibility (non-evaluative)	Yes		No
	6.1 Instructional content has been reviewed for accessibility.	<input type="checkbox"/>	<input type="checkbox"/>	
	Recommendation:			

7.	Review of Student Surveys
	Comments:

Summary and additional comments:

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ASSESSMENT: ☐ Satisfactory ☐ Needs Improvement ☐ Unsatisfactory

Signature of Reviewer:		Date:	Click or tap to enter a date.
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