School of Music Annual Faculty Evaluation:
Peer Review of Teaching Materials
Calendar Year: 20____

Name: ___________________________________  Teaching Area(s): ___________________________________

Signature of Reviewer ___________________________  Date ___________________________

Courses Represented: ________________________________________________________________

Materials Submitted for Review:

____ Course syllabi  ______ Media materials
____ Quizzes, tests, exams  ______ Web-based materials
____ Assignments  ______ Programs of student performances
____ Handouts  ______ Other: ____________________________________________________________

Reviewer Instructions. The questions under each heading are provided as a means to assist the reviewer in evaluation and are not meant to cover every aspect of the parameter. Use the following scale to record your rating of teaching materials submitted. Please provide a brief written explanation of any rating other than “2.”

1 = Exceeds expectations
2 = Meets expectations
3 = Does not meet expectations
NA = Not applicable, or not able to evaluate based on materials submitted

1. Course Organization and Clarity (Course objectives are appropriate and stated clearly on syllabi. Content is sequenced and paced appropriately. Course schedule allow adequate time for students to develop the knowledge and skills necessary to meet course objectives. Learning activities are clearly related to course objectives.)

1  2  3  NA  Explain: ________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________
2. Instructional Materials Content (Course materials are appropriate and clearly related to the objectives the course. They reflect careful selection of existing resources and/or creation of new resources.)

1 2 3 NA   Explain: ________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

3. Flexibility in Approaches to Teaching (Course materials show an appropriate variety of instructional strategies and methods. There is evidence that assignments, projects, etc., can be tailored to individual students’ needs. Materials show significant opportunities for meaningful interaction between students and/or between students and the instructor.)

1 2 3 NA   Explain: ________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

4. Evaluation of Students (Assessment procedures are consistent with course objectives. Grading standards are clearly articulated for individual assignments and for the course as a whole. Types of assessment are appropriate for the content of the course and the level of the students.)

1 2 3 NA   Explain: ________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

5. Additional comments or recommendations:

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________