

FACULTY ONLINE TEACHING OBSERVATION

INSTRUCTOR: _____ SEMESTER/YEAR: SP/2015

FULL-TIME PART-TIME

COURSE AND SECTION NUMBER: BUS-255-0901

COURSE TITLE: Organizational Behavior in Business

OBSERVER'S NAME: _____ TITLE: _____

DATE OF OBSERVATION: 04/22/15 LENGTH OF VISIT: 3 hours # OF STUDENTS: 27

DIRECTIONS: The Observer will use the Faculty Online Observation Rubric when evaluating the instructor. Every category must contain specific comments and/or examples to quantify the observer's rating and suggestions for improvement when applicable. The observation rubric gives concise, descriptive prompts (placed within parentheses); however, the observer's comments are not just limited to those descriptors. Mark the observation scale in the relevant area.

REVIEWED LESSON AND RELEVANCE TO SYLLABUS/COURSE OUTLINE:

Week Six: Individual Mechanisms - Motivation

_____ includes a detailed "Outline of Instruction and Course Schedule" within the course.

SYSTEM COMPONENTS BEING USED:

- | | | |
|---|--|---------------------------------------|
| <input checked="" type="checkbox"/> Announcements | <input checked="" type="checkbox"/> Discussion Board | <input type="checkbox"/> Resources |
| <input checked="" type="checkbox"/> Assignments | <input type="checkbox"/> Documents | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Calendar | <input checked="" type="checkbox"/> Grades | |
| <input type="checkbox"/> Chatroom | <input type="checkbox"/> Grouping | |

INSTRUCTIONAL TECHNIQUES BEING USED:

- | | | |
|--|---|---|
| <input type="checkbox"/> Audio/Visual | <input type="checkbox"/> Interactive Activity | <input type="checkbox"/> Small Group Activities |
| <input checked="" type="checkbox"/> Class Discussion | <input checked="" type="checkbox"/> Internet | <input type="checkbox"/> Web-Enhanced |
| <input type="checkbox"/> Hybrid | <input type="checkbox"/> Lecture | |
| <input type="checkbox"/> Individual Student Assistance | <input checked="" type="checkbox"/> Online | |

GOALS & OBJECTIVES:

(Clearly written; relevant to larger goals; connected to other planned activities)

- | |
|--|
| <input checked="" type="checkbox"/> Exceeds Expectations |
| <input type="checkbox"/> Meets Expectations |
| <input type="checkbox"/> Below Expectations |
| <input type="checkbox"/> N/A or N/O |

Comments: On the Assignments Page, _____ indicates, for "Part 2: Individual Mechanisms" how the five topics/weeks relate to each other and how an understanding of peoples' behavior as individuals connects to understanding peoples' behavior within organizations." On the Announcements Page, _____ uses phrases such as "Last week we looked... This week we look..." that allow students to grasp the relatedness of one course topic to another.

ORGANIZATION OF LESSON PLAN:
(Organized progression from each activity to the next)

- Exceeds Expectations
- Meets Expectations
- Below Expectations
- N/A or N/O

Comments: Each of ██████████ lessons/modules are very well organized and allow for easy student engagement. The assignment for this module, a discussion board, clearly relates to the module's learning objectives. ██████████ uses the Announcements Page to inform students how the new week's topic relates to previous topics.

RESPONSE TIME:
(Punctuality responding to student queries, discussions, and grade postings)

- Exceeds Expectations
- Meets Expectations
- Below Expectations
- N/A or N/O

Comments: ██████████ response times and grade postings meet established standards to facilitate student learning and progress.

COURSE MANAGEMENT:
(Structure of course content)

- Exceeds Expectations
- Meets Expectations
- Below Expectations
- N/A or N/O

Comments: The course is well organized and carefully structured so that students are presented with a consistent structure and format throughout. ██████████ has updated the course since the last review in SP2012. New material and assignments have been added. His Announcements indicate the connection of one weeks' assignments to the next, enabling students to grasp the connectivity of one topic to another.

SUBJECT MATTER EXPERTISE:
(Mastery of and currency in online teaching approaches, etc.)

- Exceeds Expectations
- Meets Expectations
- Below Expectations
- N/A or N/O

Comments: ██████████ demonstrates expert knowledge in the course and program subject matter. He draws upon his extensive past teaching/instructional activities to design course assignments. In addition, ██████████ is nearing completion of a PhD in Management, with a concentration in Learning Management. He brings knowledge gained in his program of study to his teaching. His extensive HR knowledge allows him to provide appropriate learning activities for students that are both timely and comprehensive.

Instructor's Name: ██████████

Course: BUS-255-0901

PRESENTATION & DELIVERY: (Proper format, vocabulary, and delivery)	<input checked="" type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Below Expectations <input type="checkbox"/> N/A or N/O
Comments: ██████████ utilizes a wide variety of appropriate media and materials to fully support active engagement of his students. Course presentation and delivery adhere to both academic and online standards. In the Motivation module, he includes a "Just for Fun ... visit the website for Demotivators" activity that provides a lighter side of the serious topic of motivation. The format, vocabulary, and delivery he uses are first-rate.	

STUDENT INVOLVEMENT: (Evidence of active engagement and participation by students)	<input checked="" type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Below Expectations <input type="checkbox"/> N/A or N/O
Comments: The course contains 15 discussion board assignments - more than ample opportunities for students to become involved and to interface with and learn from one another. The high number of student posts and replies for each Discussion Board Assignment is evidence of active engagement and participation by students.	

RAPPORT: (Evidence of mutual respect and professionalism)	<input checked="" type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Below Expectations <input type="checkbox"/> N/A or N/O
Comments: ██████████ addresses his students in a professional yet conversational tone. His Announcements are worded in a manner that demonstrates respect for his students. In one of his announcements, he uses a friendly tone to let students know that help is available to them - if they are "feeling burned out, having difficulty..." - through the Employee Assistance Program.	

SUMMARY OF OBSERVATION

- Exceeds Expectations
- Meets Expectations
- Below Expectations
- N/A or N/O

OVERALL CLASS OBSERVATION RATING:

Observer's Comments: [REDACTED] course is student-friendly and engaging. His communications, in the form of assignments and announcements, generate interest in the course activities and encourage student engagement with the course content. He provides detailed instructions that are clear and easy for students to understand and follow. He establishes good rapport with his students beginning with the first assignment, by participating in the introductory "Get to Know Me" discussion forum. He does an excellent job of generating student interest in organizational behavior and its connection to the field of human resources management.

Observer's Signature: [REDACTED]

Date: 04-22-15

Instructor's Comments:

THANK YOU FOR THE POSITIVE FEEDBACK AND CONSTRUCTIVE IDEAS FOR IMPROVEMENT?

Instructor's Signature: [REDACTED]

Date: 4/23/15

Division Chair's Comments:

Thank you!

Division Chair's Signature: [REDACTED]

Date: 4/27/15

Dean's Comments:

Thanks for putting the "extras" into the course to engage students.

Dean's Signature: [REDACTED]

Date: 5/5/15