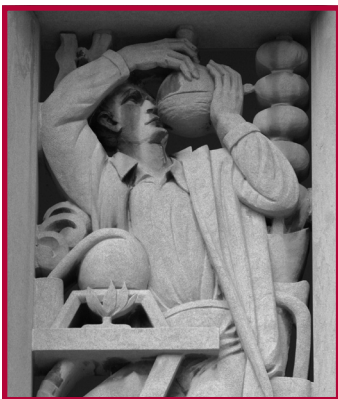


Evaluation of AIs

Observation and Feedback

Chris Meyer/IU



Associate Instructors can receive both formal and informal feedback about their teaching from their peers, faculty, undergraduates, and consultants. This variety of feedback offers a comprehensive and supportive network for identifying each graduate instructor's strengths and areas for improvement.

CLASSROOM OBSERVATION BY FACULTY

In most departments, AIs are formally observed by faculty at least once per semester. Some departments, such as the Department of Telecommunications highlighted in the 2007 AI brochure, use a form for these observations. These faculty observations may become part of the graduate student's departmental record.

CLASSROOM OBSERVATION BY CAMPUS INSTRUCTIONAL CONSULTING

At the graduate student's request, Campus Instructional Consulting will observe his/her class and identify strategies for instructional improvement. The AI can choose to have the classroom videotaped as part of the consultation process. The observations and follow-up consultations are confidential and are not shared with the department.

MID-SEMESTER STUDENT EVALUATIONS

At the AI's request, Campus Instructional Consulting will administer mid-semester student evaluations of teaching to identify strategies for instructional improvement to be implemented within the same semester. The results of the evaluations and follow-up consultations are confidential and are not shared with the department.

END-OF-SEMESTER STUDENT EVALUATIONS

All departments require that undergraduates provide end-of-semester feedback about the teaching effectiveness of their AIs. Some departments create forms through the IUB Evaluation Services and Testing (BEST) office while other departments use their own custom forms. Faculty meet with graduate students to discuss the evaluations, which are typically used in re-hiring considerations. Consultants from Campus Instructional Consulting and BEST are available to discuss evaluations with AIs confidentially and to suggest instructional modifications.

THE DEPARTMENT OF BRASS JACOBS SCHOOL OF MUSIC

AI SUMMARY REPORT

Associate Instructors in the School of Music's Brass Department complete a summary report, based, as far as applicable, on the Faculty Summary Report. Each semester, the five AIs reflect upon their progress toward a full-time teaching career by reporting on their teaching, commitment to research and creative activity, and service activities.