

**INTERNATIONAL FACULTY PROGRAM
FACULTY EVALUATION FORM**

Please complete this form for the faculty member and return it to her or submit it to SAI at education@sweetadelines.com immediately following the event. The International Faculty Coordinators will use this feedback as part of the annual evaluation process. The International Faculty Program Member thanks you in advance for information that will aid her in solidifying or improving her skills and presentations.

Faculty Name _____ Date _____ Region _____

Event Location _____ Title of Presentation _____

1. SUBJECT KNOWLEDGE

Assess the following skills: matches class content to the stated objectives, teaches to all learning styles, provides effective explanations and offers practical applications, shows confidence with subject area.

Below average Average Above average Superior

Comments:

2. EXPECTATIONS

How well were expectations and objectives of the class communicated and met?

Below average Average Above average Superior

Comments:

3. MOMENTUM

How well did the faculty keep the class moving, asking and answering questions, handling interruptions, and paying attention to time restraints?

Below average Average Above average Superior

Comments:

4. ATTENTION

Appraise how well the faculty gained and maintained attention, taught to all areas of the room, and encouraged student interaction.

Below average Average Above average Superior

Comments:

5. Demeanor

Evaluate the faculty's actions including physical movement, body language, enthusiasm, flexibility, dealing with audio-visual equipment.

Below average Average Above average Superior

Comments:

6. COMMUNICATION / INTERPERSONAL SKILLS

Assess the effectiveness of the faculty's diplomacy, tact and patience, eye contact, speech patterns, appropriate voice modulation and volume, and sense of humor.

Below average Average Above average Superior

Comments:

7. AS A RESULT OF ATTENDING THIS CLASS, LIST ONE CONCEPT, IDEA, OR SKILL THAT YOU'LL BE ABLE TO USE IN YOUR SWEET ADELINES/PERSONAL EXPERIENCES.

Signature: _____

(Signature encouraged but not required)

Revised May 2012