

Student Name:

Form Polytechnic 6

Rubric for Evaluating Graduate Teaching Assistants

(This form and rubric should be completed by the faculty member overseeing the teaching assistant.)

Student _____ Advisor _____

Course Taught _____ Semester _____

Number of students _____

Describe teaching assistant's responsibilities in the course. Include if course was in lecture or laboratory format; and responsibilities student had regarding course content and course development.

A summary of **written comments** from the faculty member overseeing the teaching experience as well as any written comments and standard evaluation scores provided by students enrolled in the course **WILL** be provided to the student by the faculty member overseeing the teaching experience and; a verbal summarization of the overall evaluation of the students performance in the teaching experience **WILL** be provided to the student by faculty member overseeing the teaching experience. All evaluation documents including rubrics and written comments must be completed.

A copy of the completed forms (both rubrics and written comments) must be sent to your department head and the Associate Dean for Graduate Programs and Research within 1 week of the completion of the teaching evaluation.

Graduate Outcome Teaching Rubric – Completed by: _____ **Date:** _____

Criteria	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Content Knowledge	<input type="checkbox"/> Not familiar with material.	<input type="checkbox"/> Familiar with material. Can handle most learner inquiries.	<input type="checkbox"/> Thorough and complete knowledge of material.
Organization/Preparation	<input type="checkbox"/> Not prepared for class.	<input type="checkbox"/> Well- prepared for class.	<input type="checkbox"/> Extremely well organized and prepared for class.
Educational Supplements	<input type="checkbox"/> Educational supplements were inappropriate or did not add to student learning.	<input type="checkbox"/> Educational supplements were appropriate.	<input type="checkbox"/> Educational supplements enhanced learning, and added substantially to the class.
Interaction with students	<input type="checkbox"/> Instructor uncomfortable with student interaction, and interacts in only the most basic ways.	<input type="checkbox"/> Instructor interacts competently with students. Comfortable fielding and seeking questions.	<input type="checkbox"/> Instructor interacted very effectively with student learners. Students seek out instructor for assistance.
Delivery of material (lecture or laboratory)	<input type="checkbox"/> Material was poorly delivered. Speaking or mannerisms created distractions limiting effectiveness.	<input type="checkbox"/> Material was well delivered. No speaking or teaching mannerisms to distract the learner	<input type="checkbox"/> Material was delivered in a clear and understandable fashion. Delivery style engaged learners in the process.
Assessment of learning	<input type="checkbox"/> Assessments are non-existent; or inappropriate for context.	<input type="checkbox"/> Assessments are very well done. Accurately reflect content taught; and assess higher level learning and thinking.	<input type="checkbox"/> Assessments are exceptional. Accurately reflect content taught; higher level learning, and demonstrate thorough learner grasp of concepts and theory.
Improvements in Instructional practice	<input type="checkbox"/> Instructional practices are not adjusted to improve student learning; or in response to feedback	<input type="checkbox"/> Instructional practices are creative and innovative. Learners respond to instruction.	<input type="checkbox"/> Exceptional instructional practices. Learners are stimulated and engaged. Instructor is responsive and applies feedback.
Student (PICES) Evaluations	<input type="checkbox"/> Poor.	<input type="checkbox"/> Above average.	<input type="checkbox"/> Exceptional.
Ethics	<input type="checkbox"/> Documentation is inadequate	<input type="checkbox"/> Documentation is adequate	<input type="checkbox"/> Documentation is excellent
Overall Assessment	<input type="checkbox"/> Does not meet expectations	<input type="checkbox"/> Meets expectations	<input type="checkbox"/> Exceeds expectations

Student Name:

Completed by: _____ Date: _____

Written comments from Teaching Evaluator concerning performance on Teaching Experience:

Teaching Evaluator Signature _____ Date: _____