

APPENDIX C-5m: PEER REVIEW OF COURSE MATERIALS



Modesto Junior College

Columbia College

YCCD Faculty Evaluation

Peer Review of Course Materials Form for Instructional Faculty

Instructor's Name		Peer Evaluator's Name	
Course	Section	Date	

Instructions: Record your observations of each of the five major categories listed below. Use the comment box to note both areas of commendation and suggestions for improvement. Be specific and descriptive. **The bullets are *suggested* items for consideration within each category, and therefore should not be construed as a checklist.** Use a separate form for each review of course materials.

ACCOUNTABILITY	COMMENTS
<ul style="list-style-type: none"> • Student workload and course content reflects the standards expressed in the course outline 	
SYLLABUS	COMMENTS
<ul style="list-style-type: none"> • Requirements, methods, policies, and office hours are included and clearly presented • The course's current SLOs are listed • Homework, class activities, and other expectations of students are clearly stated • The basis for evaluating student work, including the final grade, is explained in detail 	
EXAMS and QUIZZES	COMMENTS
<ul style="list-style-type: none"> • Instructions are clear, direct, and sufficient • Questions assess expected student learning as expressed in the course outline • The level of difficulty is appropriate for this course 	
PAPERS and HOMEWORK ASSIGNMENTS	COMMENTS
<ul style="list-style-type: none"> • Instructions are clear • Assignments relate to course objectives • The level of complexity of assignments increases appropriately as the course progresses 	

<ul style="list-style-type: none"> • Assignments are sufficient in number and scope to warrant course units and achieve the course objectives 	
<p>GRADING</p>	<p>COMMENTS</p>
<p><i>Please have the evaluatee provide sample 'A,' 'C,' and 'D/F' papers or exams with student names and IDs redacted.</i></p> <ul style="list-style-type: none"> • Grading is aligned/normed to departmental expectations or rubrics • Course grades are based on an appropriate variety of assignments for this course • Weighting of assignments is appropriate 	