

GRADUATE INSTRUCTOR (GI) EVALUATION FORM
DEPARTMENT OF PHILOSOPHY, UNIVERSITY OF MEMPHIS

Instructions:

This form should be used by teaching mentors to evaluate their mentees.

- The Faculty Teaching Mentor (TM) is to complete this form for each classroom observation of the GI.
- Copies of the completed form are to be given to the director of graduate studies to be placed in the student's file, the assessment coordinator for assessment purposes, and the mentee. The TM should also retain a copy.
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Name of the GI:

Name of the TM:

Course Number:

Date:

Basis for TM's evaluation (check all that apply):

Classroom observation:

Read GI's comments on graded work:

Reviewed GI's handouts:

Rate the GI on a scale of 1 to 5 in the following areas (1 is poor, 5 is excellent). For areas that do not apply or for which you have inadequate information to form a judgment, enter 'NA'.

Dimension	Score	Comments
Preparation		
Organization		
Pacing of class		
Clarity of presentation		
Spontaneity		
Appropriateness of material and level of presentation		
Responsiveness to questions		
Effectiveness in provoking/inviting discussion		
Effectiveness in guiding discussion		
Use of examples		
Eye contact, voice volume, etc.		
Quality of comments on written work		
Quality of handouts and course material		

Additional Comments: