

Faculty Teaching Evaluation/Observation Feedback

Instructor: Darryl Chamberlain - (2583161)

Date: 06-Nov-2023

Modality: Online

Blended: N/A

Course: MATH 111 - Pre-calculus for Aviation

Term: Worldwide 2023-08 August

Status: Full-Time

First Time Teaching: No

Rating Categories

Meeting the standard equates to a rating of **M** (Meets Expectations).

E = Exceeds Expectations

M = Meets Expectations

B = Below Expectations

NA = Not applicable. Some areas are not rated and are identified for completion as **Yes or No**.

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Item	Rating	Comments
I. Pre-Course Requirements		
a. Follow guidelines provided by your college and RCTLE (iTeachER, Annual Recurrent training, ongoing professional development opportunities, newsletters /announcements)	Y	Completed RefreshER 2023 and completed additional Professional Development.
b. Complete pre-course setup requirements <ul style="list-style-type: none"> • Post a Welcome Announcement • Faculty profile • Course policies • Contact information • Restrict midterm and final exam and/or quiz availability, if applicable. • Confirm hyperlinks are functioning in course and report if applicable. • Comply with applicable attendance policies • Utilize College approved syllabus (Synchronous courses) 	N	The preterm deadline for full-time faculty was 8 /1. The instructor was emailed on 8/2. Completed course setup was observed on 8/3.
c. Consider outside obligations before accepting course contracts	NA	Unable to observe.
II. In-Course Requirements		
a. Possess and utilize the requisite technology during the course.	Y	Technology was utilized effectively during the course.
b. Adjudicate plagiarism when present (IAW POM Item ACD-10)	NA	N/A
c. Provide guidance on applicable writing standard if assignments require such	NA	N/A
d. Monitor, assist, and maintain communications with students who have been granted an extension.	NA	Unable to observe
e. Provide quality feedback through the use of Speedgrader tools. Examples below: <ul style="list-style-type: none"> • DocViewer or track changes in Word for posted documents • Integrated Rubrics when present and/or required by College • Utilize other tools as appropriate • Consider using audio/video feedback 	E	Excellent use of grading comments for Show Work assignments on both Skills Checks, pointing out the errors, encouraging progress, and humanizing the feedback. Several students responded to comments and questions then received response from Darryl.

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f. Engage with students to enhance course content through course activities and tools including but not limited to discussions, blogs /vlogs, integrations, online office, etc. (IAW College and/or Course Developer guidance).	E	Exceptional engagement in discussions, particularly in the ones on study strategies and analyzing faulty work. Comments tied the student work with his own grading of Skills Checks *before* students took what might be their first Skills Check.
g. In a timely manner, grade completed student work (within one week unless circumstances prevent and then it is clearly communicated prior).	Y	Instructor posted grades within the 7 days after the due date.
h. Be present and active in the course (communicating, grading, commenting and providing feedback) within every 48 hrs. Respond to student inquiries as much as possible within 24 hrs.	Y	
i. Communicate with students (as applicable). Examples follow: <ul style="list-style-type: none"> • Posting announcements. • Sending emails. • Posting clarifying information and/or asking for feedback. • Consider creating personalized messages using the audio and/or video tool. • Providing quality feedback on assignments. • Exhibits subject mastery and explains concepts clearly • Relates concepts to students' experiences • Provides meaningful and quality feedback (quantitative and/or qualitative, as appropriate) • When face to face communications with students is prudent, utilize the Eagle Vision platform (course meeting or office hours tools). 	M	Effective communication was observed in the weekly announcements.
j. Honor contact time as outlined for synchronous courses in accordance with information in FAC-09 POM Item.	NA	Contact time does not apply to the online modality.
k. Utilize additional applicable guidance as follows: <ul style="list-style-type: none"> • Existing best practices, formulated by the Colleges. • Additional course related information that further defines instructor feedback guidance from Course Developers • Administrative requirements are contained in contracts, POM Items, Course Outlines, and the courses themselves and must also be followed. 	N	There is at least one B or N rating.
III. Post-Course Requirements		
a. Post final grades in Campus Solutions by midnight on the 7th day after the term ends.	Y	

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Signatures & Workflow Comments

Beverly Wood

College Designee

2023-11-22

Date

Comments:

N/A

Darryl Chamberlain

Faculty

2023-11-22

Date

Comments:

N/A

The parties agree that either or both may store copies of this agreement using scanned, imaged, or other digital media, and that original signatures captured thereby shall be acceptable and admissible in the same manner as the original signatures.

Observed data was collected by an independent auditing division of ERAU-W. Rating examples exhibiting erroneous content, including grammar, and other observations are used by the discretion of the College Department Chairs or designated authority to conduct formal evaluations for ERAU faculty.

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