



SITE VISIT REPORT

Dual Credit

Completed by DACC Cooperating Instructor at end of semester

*The classroom Site Visit Report should be completed during or immediately after the site visit as well as the DACC Faculty Evaluation Form. Cooperating instructors should be observing instruction during this visit, but should be assessing rigor and course outcomes compliance as well. Cooperating Instructors are encouraged to meet with the instructor or follow up after the visit. The items on this report must be completed as part of the DACC Cooperating Instructor Stipend. **A copy of the final Site Visit Report should be shared with the instructor via email and submitted to your Academic Dean.***

Date Completed: _____ Term/Year: _____

DC Instructor: _____ High School: _____

DACC Instructor: _____ Course Prefix/No: _____

Date of Site Visit: _____ No. of Students: _____

SITE VISIT CRITERIA AND RATINGS: *Please assess the items below and apply the following standards:*

Needs Improvement (NI) - Falls below expectations at DACC

Adequate (A) - Meets the expectations at DACC

Excellent (E) - Exceeds the expectations at DACC

Not Accessed (NA) – Not measurable at time of visit

Please provide elaboration and recommendations using the comment section.

NI A E NA Implementation of College curriculum, adherence to the DACC course outline

Comments:

NI A E NA Coherence and completeness of dual credit outline

Comments:

NI A E NA Course reflects pedagogical, theoretical and philosophical orientation of the sponsoring academic division

Comments:

NI A E NA Course assignments, assessments, and requirements meet College expectations

Comments:

NI A E NA Students assessed using the same methods (e.g. papers, portfolios, quizzes, labs, etc.) as their on-campus counterparts

Comments:

NI A E NA Final grades based on sound evaluation of course objectives

Comments:

NI A E NA Provided students an opportunity to respond and participate in the class

Comments:

NI A E NA Encouraged students to engage in critical thinking

Comments:

NI A E NA Demonstrated competence in the teaching area

Comments:

NI A E NA Used class time effectively

Comments:

NI A E NA Instructor was in control of the learning environment

Comments:

NI A E NA Communication with the DACC cooperating teacher was clear and consistent throughout the semester

Comments:

Please respond to the following (additional pages can be attached if needed):

1. To what extent were the students active and engaged during the class? Provide examples if possible.

2. Do you have any recommendations for the instructor concerning learning and instruction?

3. What are the significant strengths of the instructor?

4. If any, what questions or comments did students direct to you?

5. Yes No Are you satisfied that the DACC curriculum is being delivered in accordance with the Master Syllabus Requirements and at college level rigor? If no, please provide reasons why you are not satisfied.

I acknowledge that the visit occurred on the specified date and that the above has been reviewed and understood. I understand that if the course is not deemed by DACC representatives to be in accordance with the DACC Master Syllabus or college level rigor, then DACC will NOT transcript the course.

DACC Cooperating Instructor Signature

Date

DACC Dual Credit Instructor Signature

Date