

DISTANCE EDUCATION

For the distance education evaluation process, the worksite observation for a course will be conducted according to the following procedure.

The evaluator will evaluate one learning unit of the course, which should be roughly equivalent to the material that would be covered in no more than one week of class. Access would include all materials posted by the instructor and discussion thread posts by both the instructor and students for that learning unit. Access will also include access to documents that apply to the entire course and are outside the unit, including: syllabus, class policies, required class activities, exams, and any current announcements posted for the course. The same worksite observations forms will be used for all teaching evaluations, and all references to “class” or “class activities” in those forms will mean the virtual classroom in the DE context.