Higher Education Teaching Specialist (HETS) Designation
Teaching Mentor Feedback Form

Name of HETS candidate_____________________________________________________
Name of faculty mentor_____________________________________________________

As part of the Higher Education Teaching Specialist program, HETS candidates are required to complete supervised teaching hours (two semesters) with evidence of success. To assess teaching and provide feedback to the candidate, please respond to each of the statements below, circling the number which most closely corresponds to your observation of the candidate:

**Rating Scale:** 4 = Outstanding; 3 = good; 2 = needs some improvement; 1 = needs much improvement; N/A = not applicable; UTD = unable to determine

### I. OVERALL ASSESSMENT OF THE CANDIDATE

<table>
<thead>
<tr>
<th>Item</th>
<th>Rating Scale</th>
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<tbody>
<tr>
<td>Presentation of self</td>
<td>4 3 2 1 N/A UTD</td>
</tr>
<tr>
<td>Emotional maturity and self awareness</td>
<td>4 3 2 1 N/A UTD</td>
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<tr>
<td>Professionalism</td>
<td>4 3 2 1 N/A UTD</td>
</tr>
<tr>
<td>Enthusiasm</td>
<td>4 3 2 1 N/A UTD</td>
</tr>
<tr>
<td>Initiative</td>
<td>4 3 2 1 N/A UTD</td>
</tr>
<tr>
<td>Creativity</td>
<td>4 3 2 1 N/A UTD</td>
</tr>
</tbody>
</table>

### II. METHODS/STRATEGIES BASED ON CLASSROOM OBSERVATION

Methods of instruction and techniques varied. 4 3 2 1 N/A UTD
The instructor facilitated (group) interaction and acted as a resource 4 3 2 1 N/A UTD
Effective use was made of supplementary teaching materials (board, visuals, etc.). 4 3 2 1 N/A UTD
The class was effectively managed. 4 3 2 1 N/A UTD
The instructor created a classroom environment that was respectful. 4 3 2 1 N/A UTD
Students appeared to be comfortable asking questions and expressing opinions. 4 3 2 1 N/A UTD
The instructor demonstrated an insight into students’ needs. 4 3 2 1 N/A UTD

### III. PREPARATION/COURSE MATERIAL

The instructor provided the students with a comprehensive and complete syllabus at the beginning of the semester. 4 3 2 1 N/A UTD
The lesson plan corresponded to the course syllabus. 4 3 2 1 N/A UTD
There was an appropriate balance between different teaching strategies. 4 3 2 1 N/A UTD
There were smooth transitions between different teaching strategies. 4 3 2 1 N/A UTD

**Comments or clarification of above ratings:**
Please fill out the following information to the best of your knowledge:

The Center for Teaching & Learning Excellence
136 SILL • tel. (801) 581-7597 • fax (801) 585-3581
info@ctle.utah.edu
1. Effective presentation of course material:

2. Creation of a classroom environment conducive to learning

3. Please describe the teaching strengths this instructor brings to the classroom:

4. Please describe some suggestions for improvement:

5. Based on my observation, I recommend approval for the candidate to receive the Higher Education Teaching Specialist designation:
   □ Yes       □ No       □ Undetermined

Comments:

(Signature)       (Date)

Please return the completed evaluation form to CTLE (136 SILL), ATTN: HETS
OR by email to info@ctle.utah.edu.

Thank you for your time.

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