EXAMPLE
ONLY
Austin Community College  
Faculty Assessment Instrument  
Form C - Open Campus / Distance Learning

Using a #2 pencil, please fill in the information requested. Fill in only one (1) bubble per question with clean complete marks. Erase completely any marks you wish to change.

1. A copy of the syllabus was made available during the first week of class or during orientation.  
   YES  NO
   Y  N

2. The professor provided opportunities for questions about the course syllabus.  
   YES  NO
   Y  N

3. The objectives of the course were clearly stated in the course syllabus.  
   YES  NO
   Y  N

4. The course requirements were clearly stated in the course syllabus.  
   YES  NO
   Y  N

5. The grading policy was clearly stated in the course syllabus or the first-week handout.  
   YES  NO
   Y  N

Please indicate how frequently each of the following is a true statement of this course by darkening the appropriate answer.

If a question does not apply to your course, please leave the response blank.

**EXAMPLE ONLY**

### Course Materials, Activities, and Assignments

6. The instructional materials are related to the course content and objectives.  
   1 2 3 4 5 6
   Y  N

7. The instructional activities are related to the course content and objectives.  
   1 2 3 4 5 6
   Y  N

8. Assignments or class projects help strengthen the course information covered.  
   1 2 3 4 5 6
   Y  N

### Tests, Papers, and Other Evaluations

9. Feedback for tests, papers, or other graded assignments, was available in a timely manner as described in the course syllabus.  
   1 2 3 4 5 6
   Y  N

10. Tests, papers, or other evaluation materials are related to the course content and objectives.  
    1 2 3 4 5 6
    Y  N

11. Tests, papers, or other evaluation materials include clear instructions.  
    1 2 3 4 5 6
    Y  N

### Overall Climate

12. The professor communicates ways for me to ask questions, express opinions, and share ideas.  
    1 2 3 4 5 6
    Y  N

13. The professor responds to emails and/or phone calls according to the timeline presented in the course syllabus.  
    1 2 3 4 5 6
    Y  N

14. The professor is available during scheduled office hours.  
    1 2 3 4 5 6
    Y  N

### Additional Questions for Courses with Labs

Respond to the following questions only if there is a lab directly related to your course.

15. The professor gives adequate instruction prior to lab exercises.  
    1 2 3 4 5 6
    Y  N

16. The professor evaluates performance based on lab objectives.  
    1 2 3 4 5 6
    Y  N

17. Lab exercises are related to course objectives.  
    1 2 3 4 5 6
    Y  N

18. If the lab meets on an ACC campus, the professor provides individual instruction in the lab (otherwise do not rate item 18).  
    1 2 3 4 5 6
    Y  N