WMU MATHEMATICS DEPARTMENT MENTOR/MENTEE

CLASSROOM TEACHING SUMMARY FORM

Name of Instructor/TA: _____ Date: _____

Course being observed: _____ Observer: _____

Directions: Each faculty mentor is required to complete one form for each of their mentees per semester so that the instructional committee can make timely decisions regarding continued appointments for teaching assistantships. In the space below, briefly describe your interactions with your mentee in terms of classroom teaching observations and post-observation discussions during the past semester. Use your comments as the basis for a rating of his/her performance by circling the descriptor that most closely matches your evaluation and indicate your recommendation for renewing the teaching assistantship or instructorship. Return each completed form to Professor Yuri Ledyaev.

Observation Summary Comments:

Summary Rating (Circle one): **Satisfactory** **Some Improvement Warranted** **Major Improvement Needed**

Recommendation for Assistantship or Instructorship (Circle one):

Renew **Probationary Renewal** **Do Not Renew**

Mentor Signature: _____

Additional Comments:

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