**Site Visit Reporting Form**

College in the High School Program

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| **Materials to collect prior to the site visit**1. Lesson plan and outcomes for scheduled observation
2. Graded assessment, rubric, syllabus
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Materials to collect prior to the site visit

1.

Describe the lesson plan and outcomes for the scheduled observation (and how these fit into the larger picture of the course).

2.

Complete a narrative of your classroom visit that includes your impressions of the following:

* Preparation for the class session
* Clarity of objectives for the session
* Quality and quantity of the material covered
* Effectiveness of communication
* Classroom atmosphere, student interest and involvement
* Strengths and suggestions

3.

Describe your review and discussion with the CHS instructor regarding materials submitted prior to the site visit (a sample of a graded assessment, rubric, and syllabus).

Questions to consider:

* Do student assignments have adequate depth and rigor?
* Is evaluation of student work comparable to evaluation of student work on campus? Explain.
* Does the CHS syllabus, outcomes, and content align with the North Seattle College Master Course Outline? If not, what suggestions were you able to make?

4.

Describe your review and discussion with the CHS instructor regarding course materials (texts, reading, etc.). Are the readings equivalent to on-campus sections?

5.

Describe grading norming activities that occurred during your meeting. (Does “A” work on campus look the same as “A” work for the CHS course?)

6.

Describe any other conversation between you and the CHS instructor regarding pedagogy, course philosophy, outcomes, etc.

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Signature (NSC Course Lead) Date

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Signature (CHS Instructor) Date