TOMPKINS CORTLAND COMMUNITY COLLEGE | COLLEGENOW COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

Faculty Liaison Site Visit Report

CollegeNow Instructor: _____

High School: _____

Concurrent Enrollment Course(s): _____

Faculty Liaison: _____ Date: _____

Check all that apply to the Faculty Liaison's role during this visit:

- ☐ Observed instructor and students in class
- ☐ Participated in class (e.g. guest lecture, team teaching, etc.) – *this may be PD*
- ☐ Talked about the class and college with students
- ☐ Discussed class progress with the instructor
- ☐ Reviewed assessment tools (e.g. assignments, tests)
- ☐ Reviewed graded student work or rubrics
- ☐ Professional development (PD) – *must be beyond a reflection of the observation*. (Attach Professional Development Report, in addition to your observation notes below; include any pertinent PD materials.)
- ☐ Other _____

Does the course use appropriate level texts/resources?	☐ Yes	☐ No
Is the course following an approved course syllabus?	☐ Yes	☐ No
Is this course consistent with the College course expectations?	☐ Yes	☐ No

Explain any "No" responses in the comments, below.

Use this space for comments, observations, recommendations (may attach separate sheets):

_____

_____

_____

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_____

Do you need CollegeNow to follow-up with you or the school on concerns?	☐ Yes	☐ No
Was the site visit feedback discussed/shared with the CollegeNow Instructor?	☐ Yes	☐ No
Do you need CollegeNow to email a copy of this report with the instructor?	☐ Yes	☐ No

This report is for the purpose of maintaining alignment of CollegeNow courses with courses taught at TC3.