



MISSOURI BAPTIST UNIVERSITY

**EXCEL  
FACULTY SITE VISIT REPORT FORM**

**Faculty Liaison** \_\_\_\_\_ **Date of visit** \_\_\_\_\_

**EXCEL Teacher** \_\_\_\_\_

**High School** \_\_\_\_\_

**EXCEL course observed (MBU number/title)** \_\_\_\_\_

**Purpose of visit:**              **Classroom observation** ☐  
   **Conference with teacher** ☐

**NOTE:** Sections of this form appear on front and back. *Please do the following: (1) complete all sections and write comments supporting your evaluation and (2) collect samples of assessments and student work to supply a full picture of the quality of the course offering.*

**Faculty Evaluation:**

Syllabus, objectives, course content and text(s) are comparable to those of the equivalent on-campus course.

Yes ☐              No ☐

Comments:

Methods of assessment, testing procedures and evaluation (sample tests, essays, rubrics, and projects, etc.) show evidence of learning comparable to the course taught on campus.

Yes ☐              No ☐

Comments:

Students are held to the same grading standards as those expected of students in on-campus sections.

Yes ☐ No ☐

Comments:

The dual credit teacher creates meaningful learning experiences, engages students in problem solving activities, and promotes critical thinking.

Yes ☐ No ☐

Comments:

**What suggestions, if any, would you offer to improve this EXCEL class?**

**What feedback did you receive from students in the class?**

**Questions or requests that need follow-up by EXCEL:**

**Materials collected from the teacher:**

Updated syllabus\_\_\_\_ Sample tests\_\_\_\_ Sample assignments/materials\_\_\_\_ Sample student work\_\_\_\_  
Sample rubrics \_\_\_\_\_

**Materials left with teacher at time of visit:**

Sample syllabus \_\_\_\_\_ Sample assessments \_\_\_\_\_ Other samples \_\_\_\_\_  
Copy of completed form \_\_\_\_\_ (Please provide the high school teacher with a copy of the completed site visit form.)

**Signature of MBU Faculty Liaison** \_\_\_\_\_ **Date** \_\_\_\_\_