

**SHAWNEE COMMUNITY COLLEGE
24-25 DUAL CREDIT PROGRESS REPORT**

Due Dates (check which report you are submitting):

- Fall and Year Long Progress Report- due before November 1
- Spring Progress Report- due before April 1

Dual Credit Instructor:
SCC Course:

Lead Instructor:
Date of observation:

- Updated SCC Syllabus for their SCC section uploaded to Simple Syllabus
- Textbook being used: _____
- Lab Manual (if applicable) being used: _____
Is this the current textbook? Yes __ No __
Is this the current Lab Manual (if applicable)? Yes__ No __
If no, what was done/needs to be done to remedy this?

- Student work samples/products have been reviewed
- Are all lab equipment and supplies:
Available if the course contains a lab? Yes __ No __
Applicable/appropriate for this course? Yes __ No__
Implemented safely? Yes __ No __
If any of the above are no, what was done/needs to be done to remedy this?

Please mark communication types used with the above instructor throughout the semester (select all that apply).

- Email
- Zoom
- Phone Call
- Text
- In-person

Feedback regarding the classroom observation: (see Observation Guide on the back for guidance)

- ★ **Strengths:**
- ★ **Areas for Improvement:**
- ★ **Recommendations:**

SCC Lead Instructor Signature

Date

High School Dual Credit Instructor Signature

Date

Coordinator of High School Partnerships & Pathways

Date

Footnote: This class observation is in accordance with the Dual Credit Quality Act (Section 16 (7)(B)) to determine the instructor's ability "to deliver rigorous college credit coursework". This progress report "shall not impact the instructor's performance evaluation under Articles 24A of the School Code."

General Observation Guide:

The following should guide your observation to determine whether the course is at the same rigor as courses taught at the college.

Materials and resources utilized are:

- Appropriate to the content and students
- Aligned to the learning outcomes of the course, as outlined in the SCC syllabus
- Appropriate for a college-level course

Instructional activities observed are:

- Appropriate to the content of the course
- Aligned to the learning outcomes of the course, as outlined in the SCC syllabus
- Appropriate for a college-level course

Assessment activities, whether informal or formal:

- Reflect the learning outcomes of the course, as outlined in the SCC syllabus.