

The purpose of the site visit is to ensure adjuncts teaching UVU courses are part of continuing communication and collegial interaction with the UVU department faculty. This interaction addresses issues such as course content, course delivery, student assessment, and professional development in the field of study.

Date of Visit: _____ Time of Visit: _____
 UVU Department: _____ Course Title: _____
 UVU Department Rep. _____ UVU ID: _____
 Site: _____ Adjunct Visited: _____

OBSERVATION

CURRICULUM

The department-approved course syllabus and textbook are used.

FACULTY

Instruction is at a collegial level and the delivery method corresponds with department criteria.

ASSESSMENT

Students are actively engaged in presentation, discussion and assigned work.

Student Assessments are rigorous and employ the same methods as on campus.

Please collaborate and comment on the above observations:

MENTORING

Questions, concerns, or requests:

Adjunct Signature _____ Date: _____

Department Representative _____ Date: _____

Dept. Chair Signature _____ Date: _____

Attached: UVU Travel Reimbursement Voucher

Banner Index to Transfer Fund to: _____

Compensation for Visit is \$47.28 per hour (maximum of 3 hours) - compensation for non-contract assignment only

Location	Address	Mileage	Round trip
National Guard Building	951 South Geneva Road, Orem, UT 84058	1	2
Spanish Fork High School	900 North 300 West Spanish Fork, UT 84660	13	26
Springville High School	1205 East 900 South Springville, UT 84663	13	26
Thanksgiving Point (MATC)	2301 West Ashton Blvd. Lehi, UT 84043	15	30
Wasatch Campus	3111 North College Way, Heber, UT 84032	31	62
West Lake High School	99 North Thunder Blvd. Saratoga Springs, UT 84045	16	32

* Mileage Reimbursement = \$.36 per mile