INTERVIEW RATING FORM: ASTRONOMY INSTRUCTOR

Each member of the Screening Committee is required to complete one of these forms for each candidate interviewed. The completed interview rating forms will be part of the final documentation file. The form is used for note taking during the interview, rating the candidate, and indicating if the candidate should be forwarded as a finalist. Please sign and date the form.

Candidate: _____Date: _____

Interview: 45 minute oral interview followed by 15-minute teaching demo

1. Please tell us how your education and experience would make you an effective instructor and faculty member in the astronomy department at College of San Mateo.

Mohsen

Key Response Elements:

- ❑ Describes experience and educational background
- ❑ Identifies strengths and interests as they pertain position
- ❑ Knowledge of CSM and Astronomy Department
- ❑ Interest in education and astronomy
- ❑ Specific examples of previous contributions to division and college
- ❑ Mentions effective collaborative work with colleagues

Notes:

2. Describe the types of astronomy courses you have taught or would like to teach. Which courses are you most enthusiastic about teaching?

Harry

Key Response Elements

- ❑ Astronomy
- ❑ Solar System
- ❑ Stars and Galaxies
- ❑ Astrophysics
- ❑ Astroimaging Techniques
- ❑ Astro labs

Notes:

3a. What is your understanding of the community college astronomy student population?

3b. What is it about teaching community college students that appeals to you?

Kathy

Key Response Elements:

- ❑ Understanding and appreciation of student diversity
- ❑ Teaching rather than research
- ❑ Community college has a comprehensive mission
- ❑ Community college serves a local area
- ❑ Awareness that focus of teaching is on student success
- ❑ Commitment to teaching excellence
- ❑ Commitment to high academic standards
- ❑ Teaching skills that exhibit sensitivity to different styles of learning
- ❑ Shows an enthusiasm for teaching astronomy

Notes:

4. When teaching, how do you:

a) **Evaluate the skills and abilities that students bring to the classroom.**
b) **Assess student comprehension of the current topic.**

Charlene

Key Response Elements

- ❑ Student feedback
- ❑ Student learning from a variety of instruction approaches
- ❑ Provides examples of specific assessment situations
- ❑ Gives examples of specific responses to students who find it difficult to understand material
- ❑ Familiar with student learning outcomes
- ❑ Evaluate learning based on completion of objectives
- ❑ Clearly defined expectations

Notes:

5. What have you found to be the most difficult topic to teach in a general education astronomy course? What has been your approach to introducing and teaching this topic?

Darryl

Key Response Elements:

- ❑ Demonstrates knowledge of core concepts
- ❑ Is comfortable using astronomy terminology
- ❑ Demonstrates the ability to convey information in a clear, level, appropriate way
- ❑ Uses visual demonstrations
- ❑ Encourages general problem-solving skill development
- ❑ Respect for logic into the unknown
- ❑ Story telling as a teaching tool

Notes:

6. Office Hour Scenario: A student is frustrated after receiving a C on a recent exam in your class. How would you handle this situation?

Mohsen

Key Response Elements:

- ❑ Be proactive with engaging student vs. respecting privacy
- ❑ Meaning of a "C" grade – might be different for the instructor vs. student
- ❑ Effective consulting and working with students during regularly scheduled office hours
- ❑ Demonstrated ability to work well with others and with people from ethnically and culturally diverse backgrounds
- ❑ Ability to communicate effectively and constructively with persons of diverse cultures, language groups, and abilities
- ❑ Good judgment
- ❑ Makes appropriate referrals
- ❑ Respects privacy
- ❑ Discuss ways to improve skill level
- ❑ Referral to campus resources (MESA, STEM Programs, Learning Center, etc.)

Notes:

7. Do you have any experience in developing community engagement in sun or night sky viewing? How do you envision expanding the Astronomy program at College of San Mateo and in the community?

Harry

Key Response Elements

- ❑ Knowledge of current community activities
- ❑ Interest in expanding the Astronomy program
- ❑ Interest in pursuing a new facility and taking part in planning for it
- ❑ Facilities planning development experience
- ❑ Knowledge of grant writing
- ❑ Curriculum development, program development, program review

Notes:

8a. For which topics would you require usage of the planetarium?

8b. For which topics would you require usage of the observatory?

Kathy

Key Response Elements:

- ❑ Demonstrated experience in planetarium
- ❑ Topics picked i.e. coordinate system, meridians, azimuthal settings
- ❑ Use of spectrometers, photometry of variable stars, and observation of star clusters

Notes:

9. <u>Teaching Demonstration (15-minutes):</u> Assume that you are teaching a general education course in astronomy. Design a 15-minute lecture to introduce the HR diagram. The selection committee will serve as your students. A computer and projector will be available if you would like to use technology.

<u>Key Response Elements:</u>

- ❑ Style, level appropriate, motivated and lively, etc.
- ❑ Creativity of approach
- ❑ Engaging
- ❑ Knowledge of topic

Notes:

Darryl

10. Is there anything else about yourself you would like to include? Do you have any questions for us?

Notes:

Mohsen

Overall Comments:

Recommend this candidate for final interview (circle one): Yes No

Interviewer's Name: _____