

NEW YORK CITY COLLEGE OF TECHNOLOGY  
OF THE CITY UNIVERSITY OF NEW YORK

POST OBSERVATION CONFERENCE MEMORANDUM

Date of Discussion \_\_\_\_\_

Observation date \_\_\_\_\_

Candidate's Name Ashwin Satyanarayana

Department Computer Systems Technology

Representatives Present \_\_\_\_\_

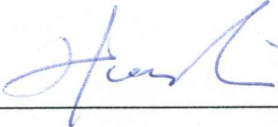
Course & Section: CST1100/76/b Hong Li  
Name of Observer

Name of Observee Ashwin Satayanarayana

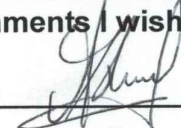
Date Observation Filed 12/12/12 with Chairperson \_\_\_\_\_

P&B member or other assigned by chairperson  
\_\_\_\_\_

(Attach additional pages if necessary.)

Signed  \_\_\_\_\_  
Title 0

I understand that my signature means only that I have read this memorandum and that I may attach any comments I wish.

Staff Member's Signature  \_\_\_\_\_  
date 2/6/13

NEW YORK CITY COLLEGE OF TECHNOLOGY  
OF THE CITY UNIVERSITY OF NEW YORK

**FACULTY CLASS ROOM OBSERVATION REPORT**

Year 2012

Untenured  
 Tenured

Department: **Computer Systems Technology**\_\_\_\_\_

Course/Section CST1100/\_\_\_\_\_

Name of observe Satyanarayana, Ashwin\_\_\_\_\_

Last Name, First Name

Rank Assistant Prof.\_\_\_\_\_

Name of observer Hong Li\_\_\_\_\_ Rank Associate Prof.\_\_\_\_\_

Date of Observation 12/12/12\_\_\_\_\_ Room N\_\_\_\_\_

Lesson Topic & Brief Summary Review for Final Exam\_\_\_\_\_

**Please complete each item. This report will be returned unless each category contains supporting comments. Use additional pages if necessary.**

=====

1. CLASSROOM MANAGEMENT (prompt start, efficient attendance check):  
 Satisfactory  Unsatisfactory

Prof. Satayanarayana started class. I did not remember him calling the roster and was not sure the method he use to record the class attendance.

2. PROFESSIONAL TRAITS (professional appearance and demeanor, clarity, volume, and pace of speech; establishment of rapport with students)  
 Satisfactory  Unsatisfactory

Prof. Satayanarayana appeared in professional attire. He spoke clearly and can be heard throughout the classroom

3. SUBJECT MASTERY (accuracy of presented material, use of appropriate terminology, competence in use of equipment)  
( )Excellent (x)Very Good ( )Satisfactory ( )Unsatisfactory

Prof. Satayanarayana prepared a very useful set of review questions. He used Blackboard for communication with class. He also found a video from Youtube about sorting algorithm which attracted students' attention and help them comprehend the algorithm.

4. ORGANIZATION AND DEVELOPMENT OF MATERIAL (clear statement of objectives, logical sequence, budgeting of time, review, summary, and outside assignments as appropriate)  
(x)Excellent (x)Very Good ( )Satisfactory ( )Unsatisfactory

Prof. Satayanarayana managed the class time effectively. He posted review questions and allowed a few minutes for students to work on before he started explanation.

5. PRESENTATION OF MATERIAL (level and clarity of presentation, appropriate use of learning aids)  
(x)Excellent ( )Very Good ( )Satisfactory ( )Unsatisfactory

Prof. Satayanarayana presented lecture clearly, demonstrate the topics with examples.

He utilized the Blackboard and projector

6. STUDENT-INSTRUCTOR INTERACTION (relevance, variety, and clarity of questions, appropriate recognition of student contributions)  
( )Excellent (x)Very Good ( )Satisfactory ( )Unsatisfactory

He has obviously developed trusted and comfortable relationship with students. He would call students by name sometime to request an answer for question. He compliments on students' answer and encourage their participation.

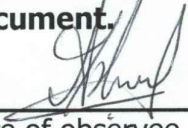
7. OVERALL EVALUATION (categories 1 through 6)

- Excellent
- Very Good
- Satisfactory
- Unsatisfactory

He did nice job in the very first term of teaching at Citytech

8. SPECIFIC RECOMMENDATIONS FOR IMPROVEMENT (use additional pages if necessary)

**I have read and have been given a copy of the above report, and so signify by my signature below. I understand that I may attach additional comments to this document.**

  
\_\_\_\_\_  
Signature of observee

02/06/13  
\_\_\_\_\_  
date

  
\_\_\_\_\_  
Signature of observer

2/6/13  
\_\_\_\_\_  
date