

UNIVERSITY OF THE PHILIPPINES

HP 234: Teacher Evaluation in Health Professions Education 1st Semester AY 2022-2023

COURSE GUIDE

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COURSE DESCRIPTION

HP 234 is a course that deals with a specific evaluand—the teacher. In your previous course in evaluation, HP 231, you have learned about the basic concepts of evaluation from describing the evaluand, setting your criteria based on your chosen evaluation approach, planning out your data collection methods, analyzing your data, and arriving at informed recommendations to aid decision makers. You will be applying the same concepts in this course, this time on the teacher as the evaluand. The evaluation of teacher performance is a good source of data that serve as feedback to support decisions towards improvement of instruction.

This is a 2-unit elective course that will entail background knowledge of evaluation concepts applied to the teacher as the evaluand or object of evaluation. Make sure that you have already completed the core course HP 231 (Evaluation in Health Professions Education) in the previous semesters or are currently taking it together with this course.

COURSE LEARNING OUTCOMES

After completing this course, you should be able to—

1. Effectively present a teacher evaluation plan in written and oral form
2. Appreciate the contributions of different teacher evaluation paradigms in addressing cultural and ethical issues in health professions education
3. Identify significant teacher roles and professional activities that must be evaluated
5. Provide critical inputs in the development of a teacher evaluation plan
6. Formulate a technically sound teacher evaluation plan
7. Implement a teacher evaluation plan
8. Present the results of a teacher evaluation project to relevant stakeholders



7. Utilize effective teaching strategies to discuss basic concepts, principles, and theories in teacher evaluation in health professions education

COURSE OUTLINE

This course is divided into three units:

Unit 1: Overview of Teacher Evaluation

In this unit, you will review the basic concepts and principles of evaluation and look into the purpose of evaluation and how it is being done in various contexts.

Key concepts: evaluation, external & internal evaluation, formative & summative evaluation

Unit 2: The Teacher as the Evaluand

In this unit, you will be introduced to the teacher as the evaluand. You will define who the HPED teacher is and what is expected of them

Key concepts: HPED teacher attributes and competencies

Unit 3: Developing and Implementing the Evaluation Plan

This unit will help you identify appropriate evaluation methods that can be used to evaluate

Key concepts: performance, product, patient management problems, practical exam, OSCE, checklist, rating scale, anecdotal records, grading system, reporting of grades

An outline of the course is shown here:

- I. Overview of Teacher Evaluation
 - A. Evaluation principles and concepts
 - B. Focus of evaluation
 - C. Organizational context
 - D. Purpose of teacher evaluation

- II. The Teacher as the Evaluand
 - A. The HPED teacher
 - B. Teacher effectiveness

- III. Developing and Implementing the Evaluation Plan
 - A. The evaluation matrix
 - B. Collecting and organizing evidence
 - C. Analyzing evaluation data
 - D. Utilizing evaluation results

MODE OF DELIVERY

This course will be delivered using a remote learning mode. We will be using the UPM VLE as our learning platform. To ensure access to our course site in VLE, make sure you have an Authentication and Directory Service (ADS) account. **Email ADS Admins at ads-**



admins@post.upm.edu.ph if you don't have one yet or if you need a password reset.

To access the HP 234 on VLE, follow these steps:

Step 1: Open a web browser (e.g. Chrome, Microsoft Edge, etc.)

Step 2: Go to vle.upm.edu.ph

Step 3: Log in using your ADS account

Step 4: Click login

Step 5: You will see your VLE Dashboard which displays all courses you are enrolled in.
Click on the course HP234.

If you do not have internet access, an HP 234 course pack has been provided to you by the NTTCHP Office of Curriculum and Instruction (OCI) either in print or in digital format. All materials needed for the course including this Course Guide are included in the HP 234 course pack. If you have any questions, you may contact me, your instructor, using any of my contact details. If you need to send me a hard copy of a document, you may send it through a courier to my home address as indicated in my contact details.

Since the course will be delivered through remote learning mode, constant communication with me and your classmates is very important. Therefore, we will be using multiple means to communicate, depending on for whom the information is addressed to (to me, your instructor, to an individual person in your class, or to the entire class), the availability and strength of internet connection, the type of information that you wish to communicate (is it a question, a comment, a suggestion, a document, etc.), and the immediacy of response. Table 1 shows the preferred means of communication in this course for a given context.

Table 1

Means of communication for varied contexts

	<i>Internet-based</i>	<i>Non-internet based</i>	<i>Internet-based</i>	<i>Non-internet based</i>
	For the CLASS		For an INDIVIDUAL	
<i>Immediate and short or simple communications</i>	Google Spaces VLE Chats	SMS to class representative*	Google Spaces	SMS
<i>Immediate and complex communications</i>	Zoom or Google Meet	Phone Call to class representative	Zoom or Google Meet	Phone Call
<i>Not immediate or long communications</i>	VLE: Announcements	SMS to class representative	Official UP Email (@up.edu.ph)	SMS

Make sure to orient yourselves to the various means of communications included and make sure to follow proper etiquette and conduct when using any of these forms of communication. Review your messages before sending them to avoid miscommunication and confusion. Also, make it a habit to acknowledge all messages received to indicate that you understood the information and respond accordingly if a response is expected. Do not hesitate to ask questions when in doubt.



Non-internet-based forms using your mobile phone:


- SMS or regular text messaging using your mobile phone – When sending messages, make sure to keep it short and concise. Avoid using abbreviations and acronyms that may not be familiar to everyone. When sending a message to the class representative, indicate that the message is for the entire class (including me, as instructor or not).
- Phone call – When making a phone call, introduce yourself first at the start of the conversation. Keep it short and direct to the point. Make sure to avoid calling beyond 10:00pm or before 6:00am.

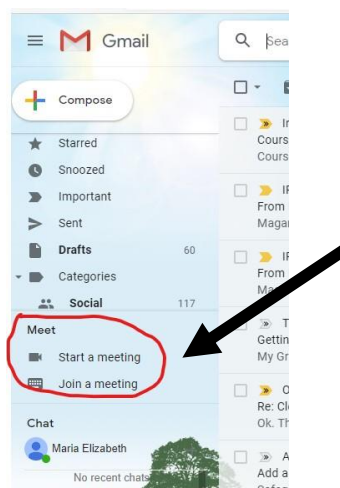
Internet-based forms using your Android phone or Iphone, tablet, laptop or desktop connected to the internet via Wi Fi or cellular data:

Messaging Tools:

- VLE – Our course site in VLE also has a chat feature. Just open HP 234 course and click “Chats” in the navigation bar on your left to begin sending your messages to your HP 234 classmates.
- Email – Use only your official UP mail (@up.edu.ph) when sending an email message. Always include a “Subject” using the following format: HP234 [Topic] (For example, if you want to ask for extension of the deadline for a particular assignment, you may want to send an email to me. Type the following subject in your email message: “HP234 Request for extension for Assignment 1”). This will make it easier for me to decide whether I should respond immediately to your message or not. Make sure to provide complete information and that any attachments are in order.


Conferencing tools:

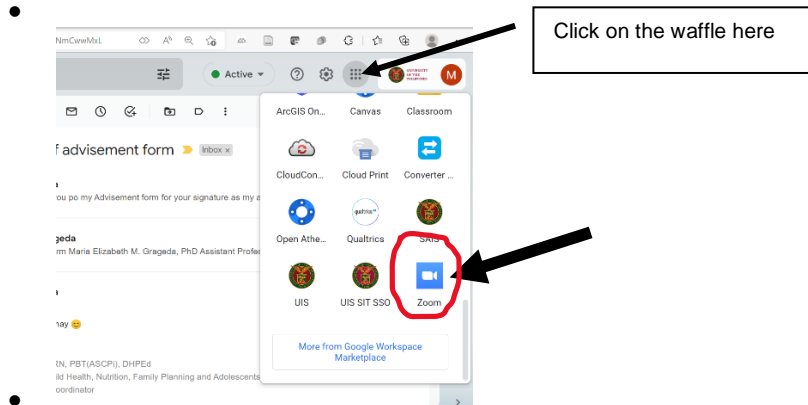
-  Google Meet – Another tool that we can use to communicate through conferencing is through Google Meet. If you will be using your mobile phone or tablet, you will need to download the app and login using your UP mail (@up.edu.ph). If you will be using your laptop, just open your UP mail and you will see the app at the left side of your screen in the navigation pane:



You can start a meeting by clicking the “Start a meeting button” or “Join an ongoing meeting”. You will also receive an invite message to a meeting via your email. Usually, the link to the meeting is already provided in this email message.



-  Zoom – Another web conferencing tool is Zoom which you need to download to your device. This can also be accessed directly through your UP mail. Just open your UP mail and click the waffle icon on the upper right hand corner, then click on the Zoom logo located at the bottom right side of the pop up screen.



You may host a meeting in Zoom or join a meeting. You will receive invitations to scheduled meetings in Zoom via Google Spaces, VLE chats, email, or SMS.

In using any of the conferencing tools, always remember to choose a well-lighted area in your room with little visual and auditory distractions. To lessen the bandwidth used during conferences, by default, video will be turned off and audio will be muted, except when you will be asked to talk or to turn on your video camera. You may also be asked to share a presentation or a document in your screen or asked to write something on the shared blackboard. So, always be ready. Make sure that you look presentable and that only materials relevant to the course are open in your devices. These tools also have a chat feature so participation in conferences can also be done through the chat box, unless asked to speak directly to the group. Conferences may be recorded as agreed upon by the class. These recordings will be made available in the course site not later than 2 days after the conference.

COURSE MATERIALS

The learning materials that we will be using for this course include a variety of the following:

- Annotated Power point presentations – these are recordings of my own presentations in Power point file format which are embedded in the HP 234 course in VLE. These are also included as Power point files in the digital version of the course pack (if you availed of this). If you chose to receive the printed HP 234 Course pack, the Power point presentations were exported as handouts and will appear as Handouts in the printed version of the HP 234 Course Pack.
- Annotated videos and Blogs– these are open resource videos annotated as a TED Ed Lesson or Ed puzzle and online blogs. The links are in the HP 234 course in VLE. Since the videos and blogs can only be accessed through the internet, what is included in the digital and printed versions of the HP 234 Course pack are Word files of transcriptions or condensed notes of the video content.



- Journal articles – the files are available in the HP 234 Course in VLE, and in digital and printed formats.
- Book chapters - the files are available in the HP 234 Course in VLE, and in digital and printed formats.
- Course guide – this course guide is a document which will help you navigate through the course. It contains all the information you need to know about the course and how to succeed in achieving its learning outcomes. This guide is available in the HP 234 Course in VLE, and in digital and printed formats.
- Study guides – these are short reading materials that will help you through the different weekly study units. These guides help put together the different concepts in the weekly study units. These files are available in the HP 234 Course in VLE, and in digital and printed formats.
- Activity and assignment guides – these are documents that accompany each learning activity or assignment, providing detailed instructions on how to perform the different activities and how you will be evaluated in each task. These files are available in the HP 234 Course in VLE, and in digital and printed formats.

If you opted to receive the digital HP 234 course pack, the NTTCHP OCI has saved all files in a portable thumb drive which will be delivered to your chosen delivery address via courier.

Likewise, if you opted to receive the printed HP 234 Course Pack, these will also be delivered to your chosen delivery address via courier.

STUDY SCHEDULE

Week Number	Module/ Topic	Learning Resources	Learning Tasks
Course Unit 1: Overview of Teacher Evaluation			
Week 1 Sept 8	Study Unit 1: Course Introduction	HP 234 Course Guide <i>Presentation 1: Course Introduction</i> Content of the HP 234 Course Pack	<i>Synchronous Session 1: Course Introduction</i>
Week 2-3 Sept 9-26	Study Unit 2: Evaluation Principles & Concepts	<i>Presentation 2: Review of Evaluation</i>	
	Study Unit 3: Teacher Evaluation	Reading Materials: Smagorinsky, P. (2014). Authentic teacher evaluation: A two-tiered proposal for formative	



Week Number	Module/ Topic	Learning Resources	Learning Tasks
		<p>and Summative assessment, <i>English Education</i>. 46(2) pp165-185.</p> <p>Looney, J. (2011). Developing high quality teachers: Teacher evaluation for improvement. <i>European Journal of Education</i>. 46(4) pp 440-455.</p> <p>Williams, J.H. & Engel, L.C. (2013). How do other countries evaluate teachers? <i>The Phi Delta Kappan</i>. 94(4) pp 53-57.</p> <p>Darling-Hammond, L., Wise, A.E. & Pease, S.R. (1983). Teacher evaluation in the organizational context: A review of the literature. <i>Review of Educational Research</i>. 53(3) pp 285-328.</p>	
	<p>Study Unit 4: The Purpose of Teacher Evaluation</p>	<p>Marzano, R.J. (2012). The two purposes of teacher evaluation. 70(3).</p>	<p><i>Activity 1:</i> Discussion Forum: Teacher evaluation: for measurement or for development?</p> <p><i>Assignment 1:</i> Teacher evaluation in my Organization <i>Due: Sept 26, 2022 (9:00pm)</i></p>
Course Unit 2: The Teacher as the Evaluand			
<p>Week 4-5 Sept 27 -Oct 7</p>	<p>Study Unit 5: The HPed Teacher</p> <ul style="list-style-type: none"> • Qualities of effective teachers 	<p><i>Teacher Skills Assessment Checklists</i></p>	<p><i>Synchronous Session 2 September 29, 2022</i></p>



Week Number	Module/ Topic	Learning Resources	Learning Tasks
	<ul style="list-style-type: none"> Teacher effectiveness 	<p>Video lesson: Evaluating teaching effectiveness</p> <p>Reading: Teacher assessment and evaluation: The National Education Association's framework for transforming education systems to support effective teaching and improve student learning</p>	<p><i>Assignment 2:</i> The teacher as evaluand Due: Oct 3, 2022</p> <p><i>Worksheet 1</i> Due: Oct 7, 2022</p>
Course Unit 3: Developing and Implementing an Evaluation Plan			
<p>Week 6-12</p> <p>Oct 10- Nov 9</p>	<p>Study Unit 6: The Evaluation Matrix</p> <ul style="list-style-type: none"> Collecting and Organizing Evidence Analyzing evaluation data 	<p>eBooks by Dr. Nemuel S. Fajutagana:</p> <ul style="list-style-type: none"> Construction of Evaluation Tools Validity and reliability of instruments Deciding on the Best Statistic Describing and Presenting data <p><i>Presentation 3:</i> Utilizing and analyzing results</p>	<p><i>Activity 2:</i> Forum: Should measurement of student achievement be used to measure teacher effectiveness?</p> <p><i>Worksheet 2</i> Plenary: Nov 10, 2022 Due: Nov 14, 2022</p> <p><i>Synchronous Session 3:</i> Plenary of Worksheet 2 Nov 10, 2022</p>
<p>Nov 11 - Dec 14</p>	<p>Study Unit 7: Implementation of teacher evaluation plan</p>		<p><i>Worksheet 3</i> Plenary: Dec 1, 2022 Due: Dec 5, 2022</p> <p><i>Synchronous Session 4:</i> Plenary of Worksheet 3 Dec 1, 2022</p> <p><i>Synchronous Session 5:</i> Presentation of Final Output Dec 15, 2022</p>
	<p>Final Output</p> <p>Portfolio</p>		<p>Due: Dec 21, 2022</p> <p>Due: Jan 4, 2022</p>



COURSE REQUIREMENTS

1. Assignments and Worksheets.... (35% of the final grade)
2. Final Output.... (30% of the final grade)
3. Participation in Activities (15% of the final grade)
4. Portfolio... (20% of the final grade)

Assignments

You are required to submit two assignments in this course. The assignments are written outputs that serve as summative assessments for the first two units. Each assignment is graded based on specific criteria described in every assignment guide.

Final Output

The final output is a teacher evaluation project for a chosen group of teachers. This project can either be done individually or in pairs. Parts of the evaluation will be developed using three worksheets at different stages of the project from developing the evaluation plan to implementation and final reporting. The specific activity guide for the final output presents the procedure, the template, and the criteria for evaluation of this output.

Participation in Activities

Since the mode of delivery of this course is remote, your participation can only be inferred from the accomplishment of the different activities. This includes, not only completion of the activities but also interaction with others through posting of comments, critiques, and asking relevant questions during the varied forms of interaction, both in the synchronous and asynchronous sessions.

Portfolio

Throughout the semester, you will be building on a Teacher evaluation page which you will create in your HPEd e-Portfolio. The Teacher Evaluation page of your portfolio shall be composed of your best works that you want to showcase in your portfolio, together with your reflection pieces. Refer to the specific activity guide for the portfolio to see the details of the procedure, the template, and the criteria for evaluation of this output. Remember that this Clinical Teaching page is part of your HPEd portfolio evaluated every semester as proof of your achievement of the MHPed program outcomes.

All requirements should be submitted through the submission pages provided in the HP 234 course in VLE. Submissions through email or in printed copies will only be accepted if internet connection is weak or not available.



ABOUT THE INSTRUCTOR



I am Assistant Professor Maria Elizabeth M. Grageda. You may address me by my nickname, Betchay, in any of your communications with me. I am a Physical Therapist and an alumna of NTTCHP and have just recently finished my PhD in Education from UP Diliman. My major is in educational research and evaluation. I have taught this course several times before, but this is the first time I will be teaching this in a remote learning mode. I am very excited to be your instructor in this course and I look forward to learning from all of you this semester.

You may email me at mmgrageda@up.edu.ph. I read my mail daily at regular intervals in the day or night, except during weekends when I usually don't open my mail until nighttime before going to bed. My mobile number is 09189166980 (SMART). Unfortunately, the signal of SMART in my area is quite weak so expect a delay in my response when contacting me through SMS or phone call. However, I have a relatively strong internet connection and I check my Messenger and Viber regularly.

I will be conducting regular consultations every Wednesday from 10:00-12:00nn. These consultations are not required. I will be available in VLE via conferencing during these times if you wish to discuss anything with me.

If you wish to send any printed document to me, you may forward it to this delivery address: No. 8 Liverpool St. Merville Park Paranaque City, 1709.

HOUSE RULES

As this course is delivered remotely, you are expected to work independently. Make sure to plan out your learning strategy at the beginning of the semester so that you will be able to manage your time wisely. With the given activities and expected outputs, you would have to dedicated at least 4hours a week for this course. Anything less may result to inability to complete all the tasks. Remember, I am only the facilitator of learning. The amount of learning you acquire from this course is mainly a result of how well you interact with the materials provided to you and how well you utilize all the learning opportunities presented to you in this course.

Don't hesitate to ask me anything. I have already laid down our communication plan identifying all the means available for you to reach me. Make use of all these means if necessary.

Interact with your classmates. Create open communication lines with your classmates.

Before you begin, make sure that you have:

- ✓ answered the pre-course survey sent to you during enrolment (this will help me in adjusting to your individual learning needs)
- ✓ access to the complete HP 234 Course Pack either via VLE or as a digital file or in print



- ✓ read this Course Guide thoroughly
- ✓ the right hardware and software needed to complete the activities and tasks as described in this course guide

If you have ticked off all the checkmarks above, I believe you are now ready to begin your journey to the world of Clinical Teaching as I have created here in HP 234. I am sure that this will be a very productive semester for all of us!

