



Site visits are required to maintain National Alliance of Concurrent Enrollment Partnerships (NACEP) and Higher Learning Commission (HLC) accreditation standards. Huskies in the High School (HHS) requires site visits each academic year per instructor/faculty partner relationship unless the same instructor/faculty partner has a site visit on file from the previous academic year. The site visit is an observation, St. Cloud State University (SCSU) faculty partners may not lecture or teach as part of the site visit. Please contact the huskiesintheHS@stcloudstate.edu with any questions.

NACEP Curriculum Standard 3: Faculty partners conduct site visits to observe course content and delivery, student discourse and rapport to ensure the courses offered through the concurrent enrollment program are equivalent to the courses offered on campus.

Date of observation: _____

Faculty Partner: _____

Course Observed: _____ High School: _____

High school instructor: _____

Please return completed forms to the Huskies in the High School program within 2 weeks of site visit date.

Mail: St. Cloud State University
Huskies in the High School Program
140 James W. Miller Resource Center
720 4th Ave. S.
St. Cloud, MN 56301

Email: huskiesintheHS@stcloudstate.edu

Site Visit Checklist

Review Course Materials

- Syllabus meets SCSU standards. Yes No
- Course reflects the learning objectives of the SCSU discipline. Yes No
- Course reflects the pedagogical, theoretical, and philosophical orientation of the SCSU discipline Yes No
- Textbook is approved by SCSU faculty/department. Yes No
- Grading standards align with those on campus. Yes No
- Assessment methods align with those on campus. Yes No
- Student assignments demonstrate rigor and depth equivalent to on campus course. Yes No
- Student expectations are clear. Yes No

For areas marked no, please elaborate and provide a description of a plan for improvement:



Course Observation

- Instructor demonstrates knowledge of the course material. Yes No
- Instruction/delivery aligns with on campus course. Yes No
- Instructor is confident in their instruction. Yes No
- Instructor is presenting material that is current and up-to-date. Yes No
- Instructor responds appropriately to questions and concerns. Yes No
- Instructor maintains a high level of professionalism and treats students with respect. Yes No
- Students were instructed in an organized manner. Yes No
- Students were engaged or actively listening. Yes No

- This course aligns with St. Cloud State University standards and requirements. Yes No

For areas marked no, please elaborate and provide a description of a plan for improvement:

Additional comments that demonstrate the strengths or challenges of the class:

By signing below, I understand that this observation is utilized by faculty partners to ensure that university expectations for the course are being met. This report need not be used by high school administration in evaluations of teaching performance. I understand that site visits are required for maintaining NACEP and HLC accreditation standards. Should there be areas that need to be addressed, it is expected that we, the faculty partner and high school instructor, will collaborate to improve the area(s) of concern. If these areas continue to be of concern, we understand that St. Cloud State University has the authority to discontinue the course offering at the high school until these areas are in compliance.

Faculty Partner Signature

High School Instructor Signature

Date

Date