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| **Faculty Evaluation - Student Observation Questionnaire** | |
| **Current Observation Questions** | **Recommended changes to Career Counselor Student Observation Questions** |
| 1. The counselor was on time for my scheduled appointment. |  |
| 1. ~~The counselor was available during scheduled hours.~~ | **Remove question.** Counselors may not be available to meet with the students because we are in meetings, committee work, etc. |
| 1. The counselor listened to and understood my questions and concerns. |  |
| 1. ~~The counselor was helpful and assisted me with answering my questions and identifying solutions to my concerns.~~ | **Recommended change:** The counselor was helpful and assisted me in exploring my major/career questions and concerns. |
| 1. The counselor was well organized and used the allotted time productively. |  |
| 1. ~~The counselor reviewed my previous course work and/or placement test information prior to advising me on course selection.~~ | **Recommended change:** For students who are meeting with the Career Counselor during a follow-up appointment only: “The counselor built upon our previous appointment(s) to guide our conversation and determine next steps” OR if the student completed a career assessment (SII/MBTI) this question could be revised to “The counselor reviewed my career assessment results and incorporated this during our session.” |
| 1. The counselor was courteous and professional and presented information in a clear and understandable manner. |  |
| 1. The counselor treated me fairly without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, or pregnancy or because they are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. |  |
| 1. ~~The counselor was well informed about the content of course offerings and helped me understand course prerequisites, if applicable.~~ | **Recommended change:** The counselor was well informed about academic majors and sample compatible careers. |
| 1. ~~The counselor assisted me in interpreting math, reading, and/or English placement test results and in identifying courses.~~ | **Recommended change:** The counselor assisted me in interpreting career assessment results and identifying patterns and themes. |
| 1. The counselor helped me in a clear and concise manner to plan my academic and career program that is consistent with my personal objectives. |  |
| 1. ~~The counselor assisted me in understanding requirements for graduation, transfer or certificate programs, if applicable, in an accurate, clear and concise manner.~~ | **Recommended change:** The counselor assisted me in exploring and/or understanding skills and interests related to career options which are in alignment with my current or intended academic pathway. |
| 1. The counselor referred me to campus and community support services for additional information and assistance, when appropriate. |  |
| 1. The counselor was supportive and encouraging and showed genuine interest in assisting me. Overall, I felt comfortable with the counselor. |  |
| 1. The counselor is someone I would recommend to others, and I would see this counselor again. |  |

**IN ADDITION, PLEASE RESPOND TO THE FOLLOWING TWO QUESTIONS ON THE BACK OF THIS FORM:**

In what specific ways was this career counselor~~/advisor~~ most helpful to you?

What specific things might this counselor~~/advisor~~ do to improve his/her career counseling~~/advising~~?