

Peer Teaching Evaluation

Purpose: To provide a mechanism to document peer review of junior faculty teaching within the Department of Physics & Astronomy

Scope: Peer teaching evaluation is performed when relevant to PS-36 reviews, e.g., Assistant Professor 3rd year contract renewal, Assistant Professor Promotion & Tenure review, untenured Associate Professor Tenure review, and tenured Associate Professor Promotion review. The peer teaching evaluation form may also be used as a professional development tool by faculty and their mentoring committees outside the context of PS-36 reviews.

Assessment philosophy: The goal of the peer teaching evaluation is to assess the teaching of faculty in terms of their use of appropriate practices and strategies in the classroom, teaching laboratory, and other settings. The intention is to document that an instructor's teaching meets a level considered satisfactory by our Department faculty. This tool is not intended for stratification or comparison of teaching between individual instructors. The Promotion & Tenure committee will conduct the peer teaching evaluation.

Procedures:

- The peer teaching evaluation can be performed in either Fall or Spring semester; the instructor or the mentoring committee may request evaluation in a particular semester, at the discretion of the evaluation committee.
- The evaluator shall provide prior notice to the instructor of the observation. If the scheduled day is an exam or other atypical class session, the evaluation shall be rescheduled to another day.
- For upper-level major's courses or graduate courses, the evaluator should be a subject-matter expert or reasonably versed in the course subject.
- The evaluator is an observer in this session, not a participant. If agreed by evaluator and instructor, they can explain the purpose of the evaluator's presence to the class.
- The evaluator shall complete the peer teaching evaluation form, based on observing one classroom or laboratory session, as appropriate to the course taught in that semester. All parts of the evaluation form should be completed.
- The evaluation form shall be included in Departmental documentation for the instructor's PS-36 review.
- A second evaluation may be requested if the instructor feels the session was not reasonably representative. Evaluation committee consensus shall be used to determine if a second evaluation will be provided.