Please be reminded that a thorough Summative Peer Review of Teaching (PRT) includes assessment of the instructor’s broader teaching contribution and not just the class visit(s).

Peer Reviewers are asked to complete the “Summative Peer Review of Teaching Cover Sheet.” This “cover sheet” should accompany the Summative Peer Review of Teaching (PRT) Report, which is to be submitted to the instructor’s Head of department.

The “Guidelines to Teaching Assessment/Observation” provide guidance for reviewers as they formulate their evaluative comments in assessing an instructor’s teaching effectiveness. As with earlier versions of the guidelines, questions and suggested statements are provided to prompt reviewers’ consideration of criteria and are not necessarily intended to be submitted as part of a Summative PRT Report; they are designed for guidance and note taking as Reviewers engage in class visits and as they review other evidence of the instructor’s teaching practice.

Reviewers should bear in mind the language of the Collective Agreement when formulating their assessment of teaching quality and effectiveness. In particular, see excerpt from Part 4, Article 4.02 on indicators of effectiveness:

“…Evaluation of teaching should be based on the effectiveness rather than the popularity of the instructor, as indicated by command over subject matter, familiarity with recent developments in the field, preparedness, presentation, student engagement, accessibility to students, and influence on the intellectual and scholarly development of students....” – Collective Agreement, Part 4, Article 4.02

When formulating their assessment, reviewers should also refer to the appropriate University standards for teaching (e.g., “successful”; “high quality”; “excellent”; “outstanding”) as identified in the Collective Agreement. [Appendix A provides a summary of the Criteria for appointment, reappointment, tenure, and promotion.]

While it is not required, reviewers may find it useful to contact the instructor (either in person or by email) as a way to establish helpful context for the upcoming class visit(s).

IMPORTANT FOR FACULTY MEMBERS BEING REVIEWED:

The instructor will inform students ahead of time of a class visit by a colleague. If the class is to be recorded in lieu of a visit, the instructor will circulate the consent form provided in Appendix B, “Audience Consent to Recording of Classes for Peer Review of Teaching.” The instructor is asked to sign the form provided in Appendix C, “Acknowledgement of Videotaping for Peer Review of Teaching.”