

Department of Sociology

Peer teaching evaluation policy [revised Fall 1998]

Peer teaching evaluation policy for full-time faculty

The department will elect a Teaching Evaluation Committee at the first meeting of the year. The committee will be responsible for assigning evaluators and monitoring the completion of assignments. Also, the committee will assign a mentor to each new junior faculty member. The mentor will meet with that person before the first week of class to discuss teaching and will informally observe one or two classes the first quarter.

For junior faculty, there will be one or two additional observations the first year, with the observer to discuss observations with the faculty member and the committee and chair. After the first year, there will be at least one observation per term. The observer will write a letter, based on our existing guidelines, to the Teaching Evaluation Committee and the Department Chairperson, with a copy to the candidate. A letter from the observer will become part of the faculty member's dossier.

Associate professors will be observed (by tenured faculty) at least once a year.

Peer teaching evaluation policy for part-time faculty

Each new part-time instructor will be evaluated early each term, following the same procedure as applies to junior faculty. The Department Chairperson and the Teaching Evaluation Committee may choose to schedule (an) observation(s) of other part-time instructors.