



Faculty Senate
East Carolina University
140 Rawl Annex • Greenville, NC 27858-4353
252-328-6537 office • 252-328-6122 fax
facultysenate@mail.ecu.edu
<http://www.ecu.edu/fsonline/>

MEMORANDUM

TO: Unit Code Administrator

FROM: Mark Taggart, Chair of the Faculty *Mark Taggart*

DATE: November 20, 2006

SUBJECT: Review of Peer Review Procedures and Instrument(s)

Peer review continues to be a part of our current faculty evaluation process. The 2005 revised Peer Review Instrument includes Distance Education Peer Review (attached) to aid those faculty teaching DE courses. As stated in the original 1993 Peer Review Procedures (attached) academic units have the option of selecting other instruments and procedures to conduct peer review, once approved by the appropriate vice chancellor. Both of these documents are available online at <http://www.ecu.edu/cs-acad/facdev/peer.cfm>.

Also stated in the 1993 resolution is a caveat that the Chancellor appoint a committee to conduct a three year validation study on the original peer review instrument. I have asked members of the Academic Standards Committee to undertake this three year validation study and report preliminary information to the Faculty Senate in April 2007. The results of the three year study may necessitate additions and/or deletions in the procedures and/or instrument being used.

In preparation, and as a follow up to the Administrator/Personnel Committee Workshop held earlier this semester, I am writing to ask that you review the attached Peer Review Procedures and Instrument and, if your unit has sought one, your unit's approved Modified Peer Review Instrument (attached) and let Dorothy Muller, Co-Director of the Center for Faculty Excellence know if either or both of these documents are currently being used in your unit. Please also let Dr. Muller know the number of peer reviews documented this year in the Personnel Action Dossiers compiled.

The Academic Standards Committee, chaired by Linda Wolfe, will begin its work on this important issue in early Spring 2007. Please do not hesitate to contact me at 328-6537 or Professor Wolfe at 328-9453 if you have questions about this request.

Thank you.

attachments

1993 Peer Review Procedures and 2005 Revised Peer Review Instrument
Approved Modified Peer Review Instrument (if on file)

c: Members of the Academic Standards Committee
Jim Smith, Provost and Vice Chancellor for Academic Affairs
Phyllis Horns, Interim Vice Chancellor for Health Sciences
Dot Clayton, Co-director of the Center for Faculty Excellence
Dorothy Muller, Co-director of the Center for Faculty Excellence



Office of the
Vice Chancellor for
Academic Affairs
106 Spilman

919-328-6241
919-328-6040 Fax

Administrative Staff
215 Spilman

919-328-6242
919-328-4010 Fax

April 22, 1996

Dr. Lilla Holsey
Department of BVTE [now BCTE]
GCB 2309

Dear Dr. Holsey:

On the recommendation of Dr. Dorothy H. Clayton, university coordinator of faculty development, I am pleased to approve your unit's procedures and instrument for peer classroom observation.

With warmest regards, I am

Sincerely,

Tinsley E. Yarbrough
Interim Vice Chancellor for Academic Affairs

TEY/rb

cc: Dr. Ivan Wallace



Memorandum

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To: Tinsley E. Yarbrough
Interim Vice Chancellor for Academic Affairs

From: Dorothy H. Clayton *Dorothy H. Clayton*
Coordinator, Faculty Development Programs

Date: April 15, 1996

Subject: Peer Classroom Observation Procedures and Instrument
Department of Business, Vocational, and Technical Education

The Department of Business, Vocational, and Technical Education have adopted the Faculty Senate procedures and instrument. They have also indicated the implementing procedures they will use in carrying out peer classroom observation. Their arrangements meet the requirements as stated in "Minimum Criteria for Unit Peer Observation Plan" issued by your office on March 5, 1996. I recommend that your office acknowledge their designated plan as the Faculty Senate procedures and instrument with implementing procedures that are consistent with the minimum criteria for such plans.

Please send the notification to Professor Lilla G. Holsey, Chair, Personnel Committee and the contact person for peer classroom observation. A copy should also be sent to Professor Ivan Wallace, chair, BVTE.



Department of Business,
Vocational, and
Technical Education
School of Education

2318 General Classroom
Building

919-328-6983
919-328-6535 Fax

TO: Dr. Tinsley Yarbrough
Interim Vice Chancellor for Academic Affairs

FROM: Lilla G. Holsey *LGH*
Chair of Personnel Committee and
Peer Review Contact Person

DATE: April 12, 1996

RE: Peer Classroom Observation Procedures and Instrument
Department of Business, Vocational, and Technical Education

The Department of Business, Vocational, and Technical Education has adopted the recommended Faculty Senate procedures and instruments (Resolution #93-44) without modification. The department currently has two members who have participated in the Faculty Senate training.

The department has noted the recommendations made by the Teaching Effectiveness Committee ("Considerations in Implementing Peer Review Procedures and Instrument") and has approved the following procedures:

1. Observation will be required of non-tenured, probationary term faculty.
2. Observation will be made by tenured faculty members.
3. Observers may come from outside of the department.

CC:
Dr. Dorothy Clayton
Dr. Ivan Wallace
BVTE Faculty

Dept of Business, Career, and Technical
Education

Faculty Senate Instrument