

Office of the
Vice Chancellor

Health Sciences Division

Phyllis N. Horns, RN, DSN, FAAN

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Greenville, NC 27834-4354

November 10, 2011

252-744-2984 office

252-744-9003 fax

Andrew Stuart, Ph.D.

Professor

Personnel Committee Chair

Department of Communication Sciences & Disorders

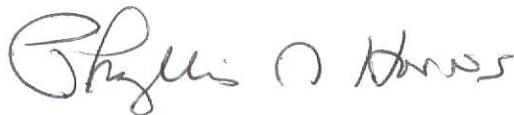
College of Allied Health Sciences

Dear Dr. Stuart:

This acknowledges receipt of your letter dated October 21, 2011, concerning the Peer Evaluation of Teaching Guidelines of the Department of Communication Sciences & Disorders. I approve your department's request to rescind the guidelines approved in September 2000, namely the additional observations in second and third year of a new faculty member's appointment. I approve your request to return to the minimal observations (i.e., two observations with feedback in the first and fourth year of appointment as outlined in Faculty Senate Resolution #93-44).

I also approve, in response to Faculty Senate Resolution #10-77 (new section to the ECU Faculty Manual, Part V. Academic Information, entitled Section IV. Distance Education Policies), the Personnel Committee's recommendation to allow evaluation of distance education courses/faculty by only trained peer classroom observers. Further, if faculty, who received evaluation of distance education courses, chose they could use the evaluations for tenure and promotion purposes as per Appendix D II.C.4. of the ECU Faculty Manual.

Sincerely,



Phyllis N. Horns, RN, DSN, FAAN

Vice Chancellor for Health Sciences

Cc: Dr. Greg Givens, Chair, Department of Communication Sciences & Disorders
Dr. Stephen Thomas, Dean, College of Allied Health Sciences



East Carolina University

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October 21, 2011

October 21, 2011

College of
Allied Health Sciences
Health Sciences Building
East Carolina University
Greenville, NC 27834

Department of Communication Sciences and Disorders
College of Allied Health Sciences
East Carolina University
Greenville, NC 27858-4353

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Vice Chancellor for Health Sciences
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Biostatistics
252-744-6025
252-744-6044 fax

Communication Laboratory Science
252-744-6064

Re: Department of Communication Sciences and Disorders' Requirements For
Peer Classroom Observation

Communication Sciences
and Disorders
252-744-6100
252-744-6109 fax

Dear Dr. Horns:

Community Health
252-744-6064
252-744-6079 fax

In September 2000, the Department of Communication Sciences and Disorders requested and was approved by your office additional guidelines for Peer Classroom Observation namely additional observations in second and third year of a new faculty member's appointment (see attached documents).

Health Services and
Information Management
252-744-6177
252-744-6179 fax

The Department of Communication Sciences and Disorders' Personnel Committee met recently and voted with majority to rescind those guidelines and return to the minimal observations (i.e., two observations with feedback in the first and fourth year of appointment as outlined in Faculty Senate Resolution #93-44.

Occupational Therapy
252-744-6189
252-744-6188 fax

Physical Therapy
252-744-6253
252-744-6240 fax

In response to Faculty Senate Resolution #10-77 (New section to the *ECU Faculty Manual*, Part V. Academic Information, entitled Section IV. Distance Education Policies), the Personnel Committee voted with majority to allow evaluation of distant education courses/faculty by only trained peer classroom observers. Further, if faculty, who received evaluation of distant education courses, chose they could use the evaluations for tenure and promotion purposes as per Appendix D II.C.4 of the East Carolina University Faculty Manual.

Physician Assistant Studies
252-744-6027
252-744-6110 fax

Tenure/Retention Studies
252-744-6300
252-744-6302 fax

We wish to request that you approve these requests at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Andrew Stuart". The signature is written in a cursive style with a large, prominent initial "A".

Andrew Stuart, Ph.D.
Professor
Personnel Committee Chair
Department of Communication Sciences and Disorders

cc: Gregg Givens, Ph.D.
Chair, Department of Communication Sciences and Disorders

Peer Review of Teaching

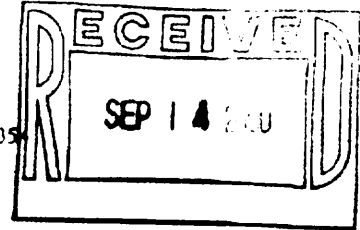
Department of Communication Sciences & Disorders
School of Allied Health Sciences
East Carolina University

Peer Review of teaching in CSDI will be conducted in accordance with current East Carolina University requirements, including direct observation of classroom and small group settings and evaluation of course materials.

- Peer review of the same course by two observers is considered as one peer review observation;
- The cycle for peer review for tenure-track faculty will be as follows:
 - First year: Two observations with feedback
 - Second and Third Years: One observation per year with feedback
 - Fourth Year: Two observations with feedback
- One of the two observers must be from the specific discipline of the faculty member (i.e., Speech-Language Pathology or Audiology). The other observer should be from the department. Whenever possible, different observers should be utilized throughout the process.



Office of the Vice Chancellor for Health Sciences
and Dean, The Brody School of Medicine
East Carolina University • Brody Medical Sciences Building • Greenville, NC 27858-4353
252-816-2201 office
252-816-3192 fax



September 12, 2000

Monica Strauss Hough, Ph.D.
Chairperson, Personnel Committee
Department of Communication Sciences
and Disorders
ECU School of Allied Health Sciences
Greenville, NC 27858-4353

Dear Dr. Hough:

This acknowledges receipt of your letter dated September 6, 2000, with attachment, concerning the Peer Evaluation of Teaching Guidelines of the Department of Communication Sciences and Disorders. I approve your department's plan, with the following understanding:

- 1) Your department will comply with and use the university-approved plan, including the form attached to the plan (approved by the Chancellor February 8, 1994), with additional guidelines as indicated in number 2 below.
- 2) Your department has adopted additional guidelines, contained in the attached document. These additional guidelines are approved as a supplement to the university-approved plan, contingent upon all observers being trained by the ECU Director of Faculty Development.

For purposes of establishing an official approval date, I approve this departmental plan effective September 12, 2000. Faculty whose teaching was peer reviewed prior to this date and under the university-approved procedures (contained in Faculty Senate Resolution #93-44) are deemed to have been properly reviewed in accordance with university regulations.

Sincerely,

A handwritten signature in cursive script that reads 'James A. Hallock, M.D.'.

James A. Hallock, M.D.
Vice Chancellor for Health Sciences

cc: Dr. Michael Rastatter, Chairperson
Dr. Harold P. Jones, Dean
Dr. Dorothy Clayton, Director of Faculty Development

Attachment