

PEER EVALUATIONS

Department chairs arrange for class visitations to at least one class for each tenure-track faculty member each semester. The written report can be included in the rank and tenure files of the faculty member or the department chair can provide a summary of these peer evaluations, according to departmental protocol. Department chairs must also make sure that full-time extraordinary and part-time faculty have at least one annual class visitation and perhaps more if there are student or faculty concerns with regard to a faculty member's teaching. Class visitations are normally preceded and followed by a meeting with the faculty member; depending upon departmental protocols, the faculty member may read and respond to the peer evaluations.

Unsolicited peer evaluations may, from time to time, be added to a faculty member's personnel file; in addition, solicited and unsolicited peer evaluations may be included in a faculty member's dossier for tenure and promotion.