

Peer Review of Instruction Report for Fall 2005 Semester

January 10, 2006

Submitted to Stella Bentley and Scott Walter,

Members of the team include: Kathy Graves, Lea Currie, Julie Waters, Jana Krentz, Judith Emde, Jeff Bullington, Lynn Koenig, Nikhat Ghouse, Erin Ellis, Jane Hoyt, Scott McEathron, Sherry Williams and Tami Albin

During the fall semester 2005 a peer review team of volunteers came together to work on the peer review process at KU Libraries outlined in the *Procedure for Classroom Observation by Another KU Libraries Staff Member* <<http://www.lib.ku.edu/instruction/lib/peerreview/procedure.pdf>>. The group met once a month to touch base and discuss how the peer review process and it was working for participants. In addition to discussions about the process (what worked and what didn't work), we also shared suggestions for the Teaching Tuesday workshop series. Overall the process worked quite well and participants felt that the experience was beneficial. As one participant stated the "group seemed very willing to experiment and to give it a shot". Other positive comments about the process included "we were able and willing to be flexible in expectations" and "being able to pick someone that you trust is beneficial."

In addition to the positive feedback team members voiced concerns about issues that need to be worked on during 2006. Issues raised include: the "coordination for being observed and observing was clunky", peoples' schedules did not necessarily coincide well with one another and in some instances some participants were not asked to observe or evaluate sessions.

The 2006 Peer Review process will run on an annual basis (January to December). This should alleviate some of the problems related to coordinating schedules for observation and evaluation. The fall semester only allowed two and a half months for observation and evaluation, making this new process rushed and crammed. Also a peer review calendar has been created in the public folders for scheduling and viewing upcoming instruction sessions for those involved in peer review <https://owa.ku.edu/public/Libraries%20%26%20Museums/Libraries/Instructional%20Services/Peer%20Evaluation/?Cmd=contents>. It is understandable that coordinating schedules to observe or evaluate a session can be difficult. Individuals taking part in the peer review process need to communicate to the peer review team and the Head of Instructional Services if they are having schedule conflicts or if they have yet to observe and evaluate a session.

The Peer Review team requested that the *Classroom Observation Worksheet* be modified to included an *Accomplished Well* category and a comments section for *Actions / Behaviors You Liked or Found 'Effective'* and *Things You Found Ineffective or*

Would Suggest Presenter Work To Change under each section heading. These modifications have been made and the Peer Review team approved the changes.

The Peer Review team still had questions about who *must* participate in the Peer Review process.

1) Will this process be mandatory for pre-tenured librarians?

The Peer Review Team felt that all pre-tenure librarians should be involved in the peer review process so that they can meet the requirements outlined in the *Guidelines for Promotion and Tenure Recommendations (2005-2006)*

<http://www.provost.ku.edu/faculty/tenure/pt_guidelines_05_06.doc >

2) Will this process be mandatory for tenured librarians (e.g., once every three years)?

The Peer Review Team and Head of Instructional Services would appreciate guidance from the Administration on who must participate in Peer Review. The team would strongly urge all librarians and library staff responsible for instruction to participate in the peer review program since the process is meant to provide valuable feedback regarding the quality and effectiveness of teaching methods.

During the Fall 2005 semester there were two workshops related to Peer Review. These workshops were well attended and many of the library staff are interested in learning opportunities.

In terms of developing upcoming workshops the Peer Review Team suggested a wide variety of topics including:

- Effective negotiation with teaching faculty;
- Determining effective learning outcomes and designing instruction to meet those outcomes;
- How to think/talk 'literacy' and tie it into local goals/objectives (KU Goals of General Education for example);
- More on presentation techniques and skills;
- Assessing instruction skills;
- Speech skills;
- Active learning in a one shot class;
- Developing handouts;
- Constructive Feedback;
- Teaching techniques;
- Strategies for engaging your audience.

A call for volunteers from the Peer Review Team to organize workshops will occur at the beginning of the Spring 2006 semester.