

UW Department of Pediatrics

Peer Teaching Effectiveness Evaluation Instructions for 2nd Term Reappointment

OBJECTIVE

To gather meaningful feedback from your colleagues about your teaching skills, presentation organization and delivery, and professional conduct.

GENERAL

Five (5) peer teaching effectiveness evaluations are required for the 2nd term reappointment packets for the following pathways or track:

- Clinician-Scholars
- Faculty-Scientists
- Research Faculty with teaching responsibilities

The School of Medicine does not require teaching effectiveness evaluations for Academic Clinicians.

Only peer teaching effectiveness evaluations from the time of the initial appointment as Assistant Professor should be included in the 2nd term reappointment packet. This packet **must include evaluations for each academic year** since appointment.

The candidate, with input from the Division Head, selects at least **five** faculty peers to complete the teaching effectiveness evaluations. Faculty peers (at candidate's rank or higher) may be selected from within the candidate's division or from another division/department.

Of the five teaching effectiveness evaluations submitted:

- At least one must be for a formal lecture/presentation
- At least one must be for observed teaching effectiveness

FACULTY CANDIDATE (WITH DIVISION HEAD'S INPUT)

Select at least **five** faculty peers who will be asked to complete the peer teaching effectiveness evaluation. Provide the names to the Division Administrative Staff for population of the contact list.

DIVISION ADMINISTRATIVE STAFF

1. Prepare the list of evaluators under the *Peer Teaching Reviewer* tab using the “Promotions Contact List Evals 2TR” Excel document for 2nd term reappointment candidates.
2. Submit this spreadsheet to UWPedsFA@seattlechildrens.org by the specified deadline.

FACULTY AFFAIRS TEAM

The Faculty Affairs team will distribute the electronic peer teaching effectiveness evaluation to each designated evaluator and will track progress through to completion.