

LFS Policy - Peer Review of Teaching: Frequency and Timing

Peer review is one mechanism by which faculty members can learn from one another, share practices, and encourage excellence in teaching. Peer reviews provide a basis for acknowledging especially meritorious teaching, for example in the Killam Prize for Teaching. Summative peer evaluations are required for reappointment, promotion and tenure by the Faculty. Candidates are encouraged to seek formative reviews whenever they wish to have feedback on their teaching. In addition, the Faculty may request reviews in cases where there is a concern with teaching performance. Scheduling reviews is the responsibility of the Candidate, with guidance as appropriate from the Program Director and Dean.

Assistant Professors and Assistant Professors of Teaching

Candidates require complete summative peer reviews in the academic year before reappointment, promotion and tenure submissions. Candidates are strongly encouraged to seek formative peer evaluations at least once before a summative review. Summative reviews are required for nominations for teaching awards. Schedules for summative peer evaluation (and suggested formative reviews) are given below:

Research Stream				
Year 1	Year 2	Year 3	Year 4	Year before submission of tenure package (Year 5 or 6)
			<i>Reappointment</i>	
	Formative review <i>encouraged</i>	Summative review <i>required</i> for reappointment	Formative review <i>encouraged</i>	Summative review <i>required</i> for promotion and tenure

Educational Leadership Stream				
Year 1	Year 2	Year 3	Year 4	
		<i>Reappointment</i>		
Formative review <i>encouraged</i>	Summative review <i>required</i> for reappointment	Formative review <i>encouraged</i>	Summative review <i>required</i> for promotion and tenure	

Associate Professors and Associate Professors of Teaching

Summative Peer Review is required for promotion; this should be conducted the year before the candidate wishes to be considered for promotion. Candidates are encouraged to have a formative review before the summative is required.

Lecturers

A summative review is required for Lecturers in Year 3 of service and every 5 years thereafter. Formative reviews are encouraged in the year before a summative review.

When Student Evaluations of Teaching Fall Below Expected Standards

The Associate Dean Academic and Program Directors regularly review student evaluations of teaching. When these evaluations fall below the level of excellence expected for our Faculty, the Dean will be notified and a peer review may be triggered.