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Professor Review Co-Instructor Feedback Form

2017-2018

The review panel uses this form to solicit feedback on professors under review from other professors or instructors who have co-taught with them. Please give clear and specific comments focused on the relevant review criteria and prompts and avoid giving general and vague assessments. If possible, provide evidence— anecdotes and course materials such as assignment prompts—to support your assessment.

After reviewing your and others’ feedback for this professor, the review panel will compose an anonymized summary and discard the individual submissions to protect confidentiality. The anonymized summary will be part of a professor’s personnel file. The review panel will interview you if you submit particularly strong negative feedback before incorporating it in the anonymized summary.

Your name:

For whom are you providing feedback?

How many courses have you co-taught with this professor? (e.g., 1; 1-3; 3-5; more than 5)

List up to three courses you co-taught with this professor:

Five Review Criteria

Please provide feedback to any number of prompts under the five criteria listed below.

Criterion 1: Excellence in intellect and imagination

Guideline: The teaching faculty in August 2017 approved the Faculty Review Committee’ proposal that this criterion be used positively, not negatively; in other words, like a cherry on top of a sundae. Lack of evidence in a Professor’s portfolio for this criterion will not negatively prejudice a professor’s review.

From your experience of co-teaching with this professor, would you like to provide evidence of his or her excellence in intellect and imagination?

Criterion 2: Serious engagement and commitment to DRBU's mission & programs

Guideline: The full criterion lists three types of activities: 1) Continued learning in the areas the programs encompass; 2) increasing awareness and understanding of the deep questions the programs raise; and 3) meaningful contribution to the learning of colleagues and students in the classroom and beyond.

Based on your experience co-teaching with this professor:

- Please give a brief assessment on the professor's engagement and commitment to DRBU's mission and programs. Whether the assessment is affirmative or one with reservation, please be specific and describe interactions, observations, and circumstances upon which your assessment is based.
- Please discuss, if any, serious reservation that you have about professor's engagement and commitment to DRBU's mission and programs. Please carefully and clearly describe the specific interactions, observations, and circumstances upon which your reservation is based.

Criterion 3: Competence in leading small, seminar-style classes

Guideline: The criterion lists the following three dimensions as part of competent teaching:

- **Modeling skills and methods for learning.** The professor eschews professing, in favor of acting as a model for close reading and shared inquiry, demonstrates how to raise significant and deepening questions of the text and involve members in the discussion, engages in clear and purposeful communication, is well prepared, well organized, and knowledgeable about course materials, and demonstrates commitment to and excitement about the texts at hand.
- **Close listening.** The professor listens deeply to students' comments, taking time to ensure each student's ideas are heard and understood and asking questions for clarification or drawing out a line of thought. Close listening is characterized by an openness to and interest in what the student brings to the table rather than an adherence to one's own views. The professor has the flexibility to adjust to high or low interest, engagement, and preparation.
- **Being a resourceful guide to student inquiry.** The professor guides students to be independent learners, helps clarify the issues, serves as a sounding board or mirror that reflects and thereby indirectly facilitates the student's own understanding, fosters a conducive classroom environment for discussion, provides feedback to students, is available to meet with students, gains the students' active participation and interest, challenges and extends students' intellectual capacities, and supports students who have learning difficulties and challenges.

In addition, the professor's teaching reflects and aligns with DRBU's mission, pedagogy, and integration of curriculum.

Based on your experience co-teaching with this professor, please offer a brief assessment on the professor's ability to lead classes in the model of DRBU's programs. Organize your assessment around the three dimensions listed in the guideline. Please be specific and describe interactions, observations, and circumstances upon which your assessment is based. The following prompts may also be helpful:

- What are the professor's strengths in these dimensions?
- In what areas does the professor need improvement?
- Do you have any specific suggestions?
- Please discuss serious reservation, if any, that you have about the professor's ability to lead classes in the model of DRBU's programs. Please carefully and clearly describe the specific interactions, observations, and circumstances upon which your reservation is based.

Criterion 5: Responsiveness to the needs of DRBU's community as a civil and collegial member

Guideline: The teaching faculty approved the following statement to guide consideration on collegiality: "The professor exhibits the ability to build and maintain civic relationships."

- In addition to co-teaching, describe any other capacity at DRBU, if any, in which you interact and work with this professor (e.g., committees and working groups; administrative tasks). Will your feedback be based on these other interactions as well?
- Please provide a brief assessment on the professor's responsiveness to the needs of DRBU's community. Please be specific and describe interactions, observations, and circumstances upon which your assessment is based.
- Please provide a brief assessment on the professor's ability to build and maintain civic relationships. Please be specific and describe interactions, observations, and circumstances upon which your assessment is based.
- Please discuss, if any, serious reservation you have on whether this professor can continue his or her service at DRBU as a civil and collegial member. Please qualify your reservation by how this professor's behavior in this area adversely impact DRBU's community and its capacity to carry out and support DRBU's programs. Please carefully and clearly describe the specific interactions, observations, and circumstances upon which your reservation is based.