Penn State
College of the Liberal Arts
Peer Review of Teaching Effectiveness Template*
For use in Asynchronous Online Courses

Instructor's Name:	Course(s) Reviewed:
Reviewer's Name:	Date(s) of Review:

All peer reviews should begin with a preliminary consultation between the reviewer and the faculty member being reviewed. During this consultation, the reviewer will learn more about the faculty member's courses and teaching philosophy and the reviewer and faculty member will decide on the specific materials to be reviewed.

Course materials reviewed:

_____ Syllabus   _____ Posted Announcements
_____ Instructional Materials   _____ Chat Space
_____ Course Assignments   _____ Course Gradebook
_____ Discussion Forums   _____ Teaching Philosophy Statement
_____ Email Messages   _____ Other   _____

Check all that apply. Use the boxes to the right to describe the context in which your answers appeared and provide specific examples of how the instructor completed/did not complete the tasks marked.

Instructor Presence

	Instructor uses a self-generated "welcome message"	
	Instructor initiates contact with and/or responds to students regularly	
	Instructor reminds students about course events and due dates regularly	
	Instructor responds to students in a timely manner	
	Grading criteria are clarified before assignments are due	
	Supplemental Materials are added to the course to benefit students, as appropriate	

Course climate

	Instructor consistently models professional communication	
	Instructor consistently uses a positive and encouraging tone	
	Instructor fosters a positive and inclusive course climate	
	Instructor encourages a healthy exchange of ideas, as appropriate	
	Instructor handles sensitive topics appropriately	
	Instructor fosters a climate that promotes academic integrity	

Educational contributions

	Instructor consistently demonstrates mastery of course material	
	Instructor encourages students to self-reflect, as appropriate	
	Instructor provides relevant examples to augment the course material, as appropriate	
	Instructor provides students with meaningful feedback	
	Instructor provides students with timely feedback	
	Instructor feedback is consistent with the course objectives	
	Instructor assists struggling students by providing reasonable routes for success	

Course administration

	Instructor's practices are consistent with those explained on the course syllabus	
	Instructor enters students' grades in the gradebook in a timely manner	
	Instructor is appropriately flexible with students who face legitimate obstacles to success	
	Instructor takes reasonable steps to assist students who need disability accommodations	
	Instructor provides a clear and reasonable rationale when denying student requests	

	Instructor handles challenging situations well	

Additional Comments

Overall Evaluation

_____Excellent   _____Very Good   _____Good   _____Adequate   _____Unsatisfactory

Signature of Reviewer: Date: