

CVMBS Peer Teaching Observation Form

The new Peer Teaching Observation Form has been revised to be more user-friendly and accommodate diverse forms of teaching, including clinics and labs.

If you are requesting an observation:

1. Please plan ahead. Contact the colleagues you would like to invite as soon as you know when you'll be teaching.
2. Whenever possible, schedule a pre-observation meeting to orient your observers to the course. Let them know what you'll be presenting during their visit, what you've already taught, the things you expect students to know, etc.
3. Provide a copy of any handouts or other materials the students be using during class.
4. Arrange a post-observation meeting to discuss how things went, clarify any misunderstandings and review suggested changes.

If you are performing the observation:

1. Keep in mind that the most useful feedback for your colleagues will come from your written comments. These comments will also need to stand alone when they are reviewed by the Promotion and Tenure committee, so a bit of context (e.g. when Dr. X talked about sore fish fins, the students looked completely confused) will be very helpful.
2. The questions and checklists in the form are just a starting point. If you see something that's worth discussing with your colleague, please make a note of it.
3. Your report is very important to the person being observed. The sooner you are able to complete it and discuss your observations, the more helpful it will be to your colleague.

If you have any questions about the process or would like more information, please contact Regina Schoenfeld (regina.schoenfeld@colostate.edu, 491-6008).