



Instructor Responsibilities	Instructor Responsibilities	Instructor Responsibilities	Instructor Responsibilities	Instructor Responsibilities	Instructor Responsibilities	Instructor Responsibilities
<ul style="list-style-type: none"> <li>• Complete application describing: current teaching context; teaching philosophy; strengths; weakness and goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Approves or rejects pairing with Peer Coach.</li> </ul>	<ul style="list-style-type: none"> <li>• Discusses information on application, discusses other issues (see Gold Sheet), raise concerns, schedules classroom observations and meeting times.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete Pre-Observation Form (see Green Sheets) and discusses content with Peer Coach at Pre-Observation meeting.</li> <li>• Lead class sessions.</li> <li>• Meets with Peer Coach to debrief (see Red Sheet).</li> <li>• Arranges to videotape, at least one class session.</li> <li>• Reviews videotape and optional review with Peer Coach.</li> <li>• Shares relevant course materials with Peer Coach.</li> </ul>	<ul style="list-style-type: none"> <li>• Completes <i>Final Self-Evaluation</i>.</li> </ul>	<ul style="list-style-type: none"> <li>• Shares <i>Final Self-Evaluation</i> with Peer Coach, discusses its implications, reviews the contents of the Peer Coach's <i>Final Report</i>.</li> </ul>	<ul style="list-style-type: none"> <li>• Completes <i>Final Program Evaluation Form</i>.</li> </ul>
Peer Coach Responsibilities	Peer Coach Responsibilities	Peer Coach Responsibilities	Peer Coach Responsibilities	Peer Coach Responsibilities	Peer Coach Responsibilities	Peer Coach Responsibilities
None	<ul style="list-style-type: none"> <li>• Reviews application and approves or rejects pairing with instructor</li> </ul>	<ul style="list-style-type: none"> <li>• Contacts instructor to schedule preliminary meeting.</li> <li>• Seeks clarification of information on application, discusses goals, schedules classroom observations and meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• Holds Pre-Observation meeting with instructor, (see Green Sheets).</li> <li>• Observes class sessions (see Blue Sheets).</li> <li>• Debriefs with instructor.</li> <li>• Interviews students (optional).</li> <li>• Reviews course materials (see Pink Sheets), discussing review with instructor.</li> <li>• Discusses videotape of classroom presentation (optional).</li> </ul>	<ul style="list-style-type: none"> <li>• Completes <i>Final Report</i>.</li> </ul>	<ul style="list-style-type: none"> <li>• Shares <i>Final Report</i> with the instructor, discusses its implications, reviews the contents of the instructor's <i>Final Self-Evaluation</i>.</li> </ul>	<ul style="list-style-type: none"> <li>• Debriefing with LEARN Center staff about potential changes to the program, etc..</li> </ul>