

## Welcome to the PS&S Review

Now we will start the process, and it will be ongoing for much of the semester. The first step is to complete the Review Committee Selection Form. Please identify three faculty members you would like to observe your classes, plus PS&S Committee members who could serve as your review committee chair. The observers should include at a minimum one person from your academic discipline and one from outside your discipline. The third person may be either. It is preferable that your committee be made up of people with Senior Faculty Status. Please list your classes to be observed including the information requested. Be sure to include any cross listed classes. Once you have completed and submitted the form, the chair for your committee will be named. He or she will contact your committee members to arrange their visits. Each committee member should visit a class twice. If you are completing a third-year review, the form will request the names of faculty members who could be peer reviewers, and these should be different from the classroom observers. Your Dean will add additional names to the peer review list. These people can have but do not need to have Senior Faculty Status.

This review process has been a helpful process for people in past semesters, and I think you will find it to be so. It gives a unique opportunity to discuss teaching with colleagues who are sitting in your classes for that purpose. This is a good time to receive suggestions, and hopefully compliments also, and it is a time that you can explore ideas about teaching and scholarship with people you respect. I hope that this is a good process for you. If you have any questions or special needs related to this review, please let me know: [rich.rudebock@okbu.edu](mailto:rich.rudebock@okbu.edu) extension 4409. Best wishes.

Rich Rudebock

PS&S Chair