

MEMORANDUM

To:
From:
Course Reviewed:
Semester/Year:
Date of Evaluation:
Materials Examined:

Peer Review Evaluation Form

STANDARDS*	COMMENTS
<p>Standard 1. Course Design and Structure.</p> <ul style="list-style-type: none">• The course is designed, organized, and delivered in an effective and systematic manner.• The course syllabus contains required components.• All elements of the course are clearly identified and easily located.• Materials are sequenced properly and contribute to student learning.	
<p>Standard 2. Course Content.</p> <ul style="list-style-type: none">• Course content is up-to-date, reflecting recent developments and current professional practice.• Course assignments are graduate level, designed to achieve the course's	

<p>learning goals, and have measurable outcomes.</p> <ul style="list-style-type: none"> • Assignments meet the university's accessibility requirements and show sensitivity for different learning styles among students. • Required readings and other assigned materials and resources are of reasonable quantity and enhance student learning. 	
<p>Standard 3. Instructor Contribution to Course Content.</p> <ul style="list-style-type: none"> • The instructor demonstrates a mastery of the subject area and communicates this knowledge consistently throughout the semester. • The instructor uses appropriate teaching methods and pedagogical approaches to stimulate interest and achieve course learning goals. 	
<p>Standard 4. Interaction and Collaboration.</p> <ul style="list-style-type: none"> • Course design should include multiple means of communication, including recorded content for each unit or module. • Instructor should respond to student questions respectfully and within a reasonable timeframe (e.g., 48 hours). • Instructor provides regular feedback on student work 	

<p>throughout the semester.</p>	
<p>Standard 5. Student Assessment.</p> <ul style="list-style-type: none"> • Course assignments and activities are clearly aligned with course learning objectives, and student learning outcomes are measurable. • Instructor feedback on assignments provides constructive criticism regarding the quality of work and areas needing improvement. • Responses from instructor encourage and support creative thinking. 	
<p>Standard 6. Use of Technology.</p> <ul style="list-style-type: none"> • Use of technology enables student learning and enhances course content. • A variety of tools are used to support different learning styles and promote accessibility. 	

* For a detailed list of standard criteria see the School's Online Teaching Standards and Indicators.