For 2020-21, consideration of how COVID-19 has affected teaching is paramount. The outcomes of peer observation of teaching effectiveness may be consequential. During the emergency conditions of 2020-21, peer teaching observations should not be the only factor used in making any long-term personnel decisions.

Definitions
- **Synchronous**: class meets on a scheduled day and time via zoom or other videoconferencing platform.
- **Asynchronous**: class is completely online with no meeting days or times and uses the campus learning management software.
- **Blended or hybrid**: courses use a model with both synchronous and asynchronous elements.
  - None of these models are in-person or face-to-face.

Observation of Instruction
2. Observing virtual classes will vary depending on the model used by the class (synchronous, asynchronous, blended a/synchronous).
3. Peer observation of an online course should be comparable in scope to the observation of an in-person course and should be consistent within each department.
   - It should not be a review of the entire course
   - It should be an evaluation of a specific lesson, learning module, or unit
   - An evaluator should only have the same access to the course as students
   - An evaluator should only have access for a limited period of time
   - For each type of observation, the instructor may provide course materials, such as the course syllabus, assignments, exams, and rubrics to the observer as per department guidelines
4. For asynchronous courses:
   - A peer observer is granted limited access to the course as a guest or observer (comparable to the student view) for a limited and predetermined time through consultation with the instructor and visits the asynchronous class for a specified time, reviewing a specific lesson, learning module or unit
   - Alternatively, the instructor may provide a live or pre-recorded guided tour of the course covering a general overview including the syllabus, the welcome or “start here” section of the course, and a specific lesson, learning module, or unit
   - The peer observer has access to discussion boards, or platforms or apps not housed in the Learning Management System, only if these are part of the unit/module being reviewed
   - The evaluator does not have access to gradebooks or other student materials
5. For synchronous courses:
   - A peer observer joins the synchronous class session on a specific day and time in consultation with the instructor
   - Alternatively, the instructor provides a recorded class session to the peer observer as long as the students are informed of the session recording
6. For courses with both synchronous and asynchronous elements:
   - The peer observer and the instructor should collaborate on what elements the observer will use for the observation