

**Memorandum of Understanding  
Between The William Paterson University of New Jersey  
And  
AFT Local 1796**

**Peer Evaluations of Teaching for Spring 2021  
October 16, 2020**

In order to promote amicable employer-employee relations, AFT Local 1796 and William Paterson University hereby agree to the following for the handling of Peer Evaluations of Teaching for spring 2021:

Peer teaching observations are required in spring 2021 for all for all faculty within the retention and tenure, promotion, range adjustment, or post-tenure review processes.

**Procedures for Deployment**

- Faculty who teach a regular face-to-face class will follow the regular peer teaching observation process.
- Faculty who were scheduled to teach online spring 2021 for a previously scheduled online course will follow the regular peer teaching observation process associated with online courses.
- Faculty teaching a mixed delivery course (i.e., some FTF and some online) will follow the regular peer teaching observation process but have the flexibility to decide which modality of their class they wish to have observed.
- Faculty who do not utilize Blackboard for their online courses must include all student course correspondence and documentation for the observed course in one file to the faculty peer performing the observation. This correspondence and documentation can include, but is not limited to, the following: pedagogical emails, discussions, PowerPoints, assignments, tests, etc.
- IRT will provide resources to faculty conducting peer observations of online classes.

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For the University                      Date

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For the Union                                      Date