

**MEMORANDUM OF AGREEMENT  
SUMMER INSTITUTE FOR PEER EVALUATION OF TEACHING  
(SIPET)**

In order to further expand the number of tenured faculty who are well-trained to observe and evaluate their colleagues' teaching and to create an environment in which the value of peer-evaluation of teaching is enhanced and supported, the SFT and Administration agreed to a Summer Institute for Peer Evaluation of Teaching (SIPET) in 2012. This updated MOA is to extend the term of the Institute, increase participation, and ensure that outcomes will be reported.

RESPONSIBILITIES OF IFD DIRECTOR: The Director of the Institute on Faculty Development (IFD) will:

- (a) develop a program to teach twelve Teaching Fellows how to prepare for, conduct and write up professional peer-classroom evaluations.
- (b) make known to the School Deans and to faculty at large the names of faculty who have complete the SIPET experience and their availability to conduct peer evaluations.
- (c) include information on the effectiveness of each SIPET in the annual report.
- (d) Track SIPET participants and their responsibilities .

RESPONSIBILITIES OF TEACHING FELLOWS: Twelve applicants will be selected to participate in the SIPET and will be expected to:

- (a) prepare for the institute (homework)
- (b) participate in a three day workshop run by the Director
- (c) carry out at least four peer evaluations (as described in the relevant section of the Procedure for Faculty Evaluation) with no time limit.
- (d) agree to be available, during the two years following their participation, for no more than three brief consultations with faculty who are carrying out peer evaluations but have not attended a SIPET.

CRITERIA FOR SELECTION of TEACHING FELLOWS: All tenured faculty are eligible to apply. Twelve Teaching Fellows shall be selected from among eligible faculty members who have demonstrated excellence in teaching and a commitment and ability to mentor others.

SELECTION PROCEDURE: A Selection Committee consisting of The Director of IFD, an Academic Dean appointed by the Provost, and a tenured Faculty member appointed by the Faculty Senate President will select twelve faculty from among the eligible applicants, giving due regard to the need for diversity of teaching formats (e.g. lecture, seminars, labs, workshops, on line teaching) across academic schools. Such recommendation will be forwarded to the Provost who will appoint the Teaching Fellows.

COMPENSATION: Teaching Fellows shall receive a stipend of \$1200 to be paid at the end of the Institute.

RELATIONSHIP OF SIPET TO EVALUATION PROCEDURES: The applicable sections of the Procedures for Faculty Evaluation continue to govern the practice of peer evaluation of teaching. The parties recognize that the present agreement may need to be modified if the Procedure for the Evaluation of Teaching is modified.

TERM OF AGREEMENT: This Agreement shall remain in full force and effect from this date until August 30th, 2014. The Agreement shall automatically be renewed from year to year thereafter, unless either party shall give to the other party written notice of its desire to terminate, modify or amend this Agreement. Said notice shall be given the other party in writing no later than 30 days prior to August 31, 2014, or 30 days prior to August 31 of any succeeding year for which this Agreement is automatically renewed.

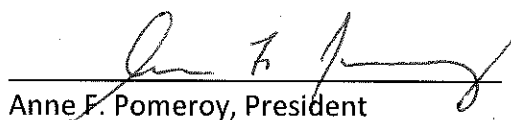
IN WITNESS THEREOF, the College and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed this 2<sup>nd</sup> day of May, 2013.

For Richard Stockton College

For the Stockton Federation of Teachers



Herman J. Saatkamp, Jr., President



Anne F. Pomeroy, President