

## PROCESS TO INITIATE A PEER REVIEW

1. Please refer to the links found in the Peer Review section under Table of Contents under the Excellence in Teaching section on Sakai. Please note this is a different section from the SoN Program site (This link may not work but shows you the address). [https://sakai.plu.edu/portal/site/SoN\\_Excellence\\_in\\_Teaching\\_and\\_Learning\\_Scholarship/tool/51dd2d16-fc65-42ef-a22d-5b7da48a4d90/ShowPage?sendingPage=123123&itemId=1020048&path=clear\\_and\\_push&title=Peer%20Reviews&newTopLevel=false](https://sakai.plu.edu/portal/site/SoN_Excellence_in_Teaching_and_Learning_Scholarship/tool/51dd2d16-fc65-42ef-a22d-5b7da48a4d90/ShowPage?sendingPage=123123&itemId=1020048&path=clear_and_push&title=Peer%20Reviews&newTopLevel=false)
2. A Peer Review Sign-Up Google calendar has been created for you to identify the days of the week and times that you would prefer the peer review to occur. Once we determine your availability we will assign a faculty to assist with the peer review. Please note that each of you is welcome and encouraged to also sign up as a peer reviewer. Oftentimes it's fun to do this in pairs in order to both give and receive feedback to and from a colleague.  
[https://docs.google.com/document/d/1ud\\_Fy\\_v1kiDKjCXz6X-asARF7P5TEjPltv5erNk6Do0/edit](https://docs.google.com/document/d/1ud_Fy_v1kiDKjCXz6X-asARF7P5TEjPltv5erNk6Do0/edit)
3. Once you have identified your available dates we will proceed with securing the peer reviewer. Please let RAD [rad@plu.edu](mailto:rad@plu.edu) know if you would also like to be a peer reviewer.
4. We can't reiterate enough that this is not to be a threatening process, but a collegial team process that will strengthen what you already do well! Again, please consider signing up to be a peer reviewer as well as a recipient of the process. If you have any questions please do not hesitate to ask any member of RAD.