



FACULTY OPPORTUNITIES AT ACDA CONFERENCES

PEER RESPONSE

ACDA conferences bring together a diverse group of faculty, many of whom share their work through teaching, research presentations, choreography and performance. The Peer Response process provides opportunities for ACDA faculty to receive written or oral feedback on their work and for ACDA faculty willing to share their perceptions and assessments. Some requesting a peer response are in the tenure or promotion process. Some are simply eager for professional development. Peer response by a faculty member from another institution offers a special opportunity to receive feedback and assessment. The process encourages active conversation and exchange among faculty. Participation in the peer response process is an important component of faculty development opportunities offered through ACDA.

Faculty may have specific reasons for asking for a peer response and it is important to understand the strengths and limitations of the peer response process at an ACDA conference. A peer response at an ACDA conference is not the same as an outside reviewer chosen by a tenure committee. Depending on one's home institution, the written document will carry different weight in one's tenure/promotion materials. It is the responsibility of the resposdee to check with her/his home institution as to the weight of a review by ACDA. Regardless, it is a valuable opportunity to receive feedback on one's teaching and/or research.

ACDA Board of Directors continues to refine the peer response process. In each region, a Board Member serves as the Peer Response Coordinator (PRC). Questions and communication regarding peer response should be directed to the PRC and not the Conference Coordinator.

GUIDELINES FOR ACDA PEER RESPONSE

Peer response at ACDA conferences may take different forms depending on the needs of the resposdee. The peer response could be:

- An oral conversation between the responder and resposdee.
- Written review of the facultymember's teaching.
- Written review of scholarly work (research presentation) and/or choreography as presented at a regional conference.

If the peer response is to be written, it is recommended that the response be in the form of a letter (hard copy or PDF) written on the respondent's college letterhead and submitted directly to the individual listed on the peer response form by mail or email within one month of the conference.

PROCESS FOR FACULTY PARTICIPATING IN PEER RESPONSE

The timeline for the PRC for the regional conference begins six weeks prior to the conference.

The Peer Response Coordinator (PRC) for each region will contact all faculty representatives and teaching/presenting faculty registered for the regional conference. The PRC will remind the faculty representatives to forward communication to participating faculty in case all faculty email addresses are not available.

The PRC mailing will include the forms “Request for Peer Response” and “Request to serve as a Peer Responder.”

FOR THOSE REQUESTING A RESPONSE: Interested faculty must submit the appropriate completed form(s) to the PRC by the stated deadline. A separate form must be completed for each request. (Note: A person can be both a respondee and responder at the same conference.)

FOR THOSE VOLUNTEERING TO RESPOND: Faculty offering to write and/or discuss the work of your peers must submit the appropriate completed form to the PRC by the stated deadline. ACDA is building a national and regional pool of responders willing to serve longer than the current conference. Responders will have the option to indicate willingness for one conference only or inclusion in the ACDA Responder Pool.

The PRC will work to match responders and respondees based on interest and teaching schedule using the following guidelines:

- respondee is an adjunct or instructor; responder is an assistant, associate or full professor
- respondee is an assistant professor; responder is an associate or full professor
- respondee is an associate professor; responder is a full professor
- respondee is a full professor; responder is a full professor

Submitting a request or volunteering to respond is not a guarantee that the request can be scheduled. Scheduling depends on the numbers of requests for response and the number and availability of responders.

The PRC will schedule an initial group meeting at the start of the conference for responders and respondees.