

CTEL Teaching Consultation Program

The teaching consultation program at Washburn University is designed to help faculty gain insight into their own teaching. This might be used for third year review, tenure, and/or promotion materials in order to provide a more well-rounded view of teaching. Upon completing a consultation, a letter will be sent to your Dean and/or Chair. This letter will state that the consultation occurred and the date it was completed. A second letter will be sent directly to the participant with a report of what was observed. This letter is meant to be informative.

Key points:

- Informative not evaluative
- Initiated by the individual faculty member only.
- Can provide feedback on classroom strategies (innovative or well-practiced).

There are four levels of consultation services. These include:

Level 1: Classroom Interaction Charting

This consultation requires one meeting and one classroom observation. The day of the observation, the interaction chart is used, keeping in mind the goal noted for the session. The interaction chart has the ability to depict movement of instructor and participation from students. The face-to-face meeting allows for the instructor and the consultant to examine the chart, discuss interaction, and look for any patterns. [Two CTEL Badges](#)

Level 2: Traditional Consultation

This consultation requires two meetings and one classroom observation. A pre-observation meeting allows the faculty participant to have a question or a particular issue in mind for the observation. The second step is the classroom observation. Third, a post-session meeting allows for discussion of the observation. Recording is optional. Pre/Post meetings should each take ~20 minutes. [Two CTEL Badges](#)

Level 3: Peer Interaction

This is an opportunity for a small cohort to learn from each other. In a group of three, self-determined or through CTEL, these cohorts will create a consultation learning community, visiting each other's classes a minimum of twice and meeting outside of the class session to discuss observations. We encourage faculty to create cohorts outside their academic disciplines. Additionally, the cohort will submit a one-page report out and will be invited to talk about experiences in a final meeting with all participants and an invitation sent to Deans and Chairs. Faculty participants will be given \$10 in Bod Bucks. [Seven CTEL Badges](#)

Level 4: Becoming a Consultant

Once you have gone through the Peer Interaction and either Level 1 or 2, if you would like to continue your CTEL Consultation path, you could apply to be a CTEL Consultant. The consultants would be used for Level 1 or 2 Consultations.

Interested? Contact CTEL@washburn.edu or call Cat Jaynes at x2835 to begin the process.