



**MID-TERM COURSE FEEDBACK THROUGH PEER FEEDBACK ON TEACHING  
(PFoT) AND SMALL GROUP INSTRUCTIONAL DIAGNOSTIC (SGID)  
DESCRIPTION AND REQUEST FORM**

The Center for Teaching and Learning offers the Mid-term Course Feedback Program to include the Peer Teaching Observation Program, currently referred to as "Peer Feedback on Teaching (PFoT)" and the Small Group Instructional Diagnostic (SGID), also referred to as Group Instructional Feedback Technique (GIFT). Each semester, you may request a [Peer Feedback on Teaching](#) for one of your courses, a [Small Group Instructional Diagnostic](#) for one of your courses, or both.

Both processes provide you with confidential, formative feedback on your teaching. Once paired with a facilitator, they will meet with you to discuss your goals for that specific class and review the process with you.

If you request Peer Feedback on Teaching, a trained observer will observe and take notes for a full class period. We conduct PFoT during weeks three (3) thru seven (7) then weeks nine (9) thru twelve (12) each semester. If you request the Small Group Instructional Diagnostic, a trained observer will visit your class approximately 30-minutes before the end of the period on the appointed date. It would be best if you briefly introduced the SGID facilitator to your students and then leave. We conduct the SGID during week eight (8) each semester.

For each process, the facilitator will plan to meet with you to share the assessment findings orally and in writing a week or so after the classroom visit. While these findings are only shared with you, you may elect to include them in your faculty report.

To submit the form, for questions, or additional details on any of the information contained here, please contact the Center for Teaching and Learning at (478) 445-2520 or [ctl@gcsu.edu](mailto:ctl@gcsu.edu). Submit the following form at least seven (7) days before the first date you request to have a facilitator come to your class.



GEORGIA'S PUBLIC LIBERAL ARTS UNIVERSITY

Center for Teaching and Learning

Name	
Department	
Phone	
E-mail	
Course to be evaluated (number and title)	
Class meets (M, T, W, R, F)	
Class start and end times	
Suggest two possible dates for assessment (at least seven (7) days from the application)	
1 <sup>st</sup> Preference Date	
2 <sup>nd</sup> Preference Date	
Class Location	
Number of Students	
Data recording medium in the classroom (whiteboard, Smartboard, digital platform, etc.)	
If digital, please provide digital details (i.e. MS Teams, WebEx, or Zoom) to include an invitation for observation.	
Which process are you requesting (PFoT, SGID or both)?	
For the PFoT, please indicate which protocol (i.e. Focus Point or Interesting Moments).	
If you would like a specific facilitator, please specify.	