

## **PAL (Peer-Assisted Learning) Faculty Suggestions**

In order for PAL to achieve its highest potential effectiveness, we ask faculty to provide assistance with the following:

### **Before the Semester Starts**

- Get to know your PAL leader(s) before the first day of classes
- Contact your leader(s) via e-mail or phone and set up a face-to-face meeting
- Schedule time throughout the semester to meet with your leader(s)
- Meet with the PAL Director to discuss any concerns before the program begins
- Plan your semester with PAL in mind (i.e., allow time for PAL announcements during class)
- Provide the PAL Director with information on textbooks and course materials
- Provide both the PAL Director and your leader(s) with a copy of the course syllabus

### **1<sup>st</sup> Week of the Semester**

- Allow time for your PAL leader(s) to make a brief presentation (5 minutes) to the class
- Allow time for your leader(s) to pass out a survey to the class to determine session times
- Encourage student participation in PAL sessions, explaining the benefits of attending PAL regularly throughout the semester
- Contact Wayne Elliott ([welliott@monmouth.edu](mailto:welliott@monmouth.edu) / x5622) to request eCampus access for your leader(s), should you use eCampus in your course

### **Throughout the Semester**

- Continue to promote the benefits of attending PAL sessions to your students
- Meet with your PAL leader(s) regularly to discuss session strategies
- Provide the PAL Director with exam grades to determine the benefits of PAL
- Allow a few minutes in each class for your leader(s) to post PAL session times on the board
- Provide your leader(s) with all class materials (i.e., handouts, assignments, etc.)
- Communicate with the PAL Director regularly (Bea Rogers, [brogers@monmouth.edu](mailto:brogers@monmouth.edu), 732-263-5737)

### **Last Week of the Semester**

- Allow time for your leader(s) to pass out a survey to evaluate the effectiveness of PAL
- Provide the PAL Director with feedback about the program

**Please note:** The PAL leader is NOT available for grading or proctoring exams or papers. PAL leaders are paid to attend class, keep up with the material, and run study group sessions.