Recommendations for Using the Protocol for Advancing Inclusive Teaching Efforts (PAITE):

A Guide for Students, by Students

Recommendations for Using PAITE:

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→ Before Observation

- Think about the specific subject area and/or the material discussed in the class to contextualize (such as observing a math class vs a sociology class)
- Ask professors if there are specific areas to focus on during the observation.
- Familiarize yourself with the variety of tools, codes, etc.
- Arrive in class a few minutes before observation begins to get an idea of the demographic of the class and potential inclusion challenges that could arise.
- Prepare spreadsheet with the actual time rather than the number of minutes to keep track of time on the observation form (for example, if your class begins at 2:45, record time as 2:45-247, 2:47-2:49, etc. instead of minutes 0-2, 2-4).
- Find a seat in class that does not obstruct the class and gives you a good view of the whole classroom. This may differ depending on the classroom setup.

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→ During Observation

- Use your own judgment if a behavior seems unclear/doesn't seem to fit in with any of the codes, because not everything that happens in the classroom will align exactly with template.
- Make sure to observe non-measurable (non-codable) behaviours and interactions in the notes section - since it can provide specific reminders and feedback opportunity.
- Use a laptop to code in real-time.

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→ **After Observation**

- Send the results of your observations to the professor in advance of the debriefing.
- Create different pie charts that remove various codes, particularly if one is dominating. This way it's easier to compare other instructional behaviors.
- Share information about student behaviors in the context of instructors' teaching behaviors.
- Cross-reference diversity and inclusivity statement in the instructor's syllabus during discussions with the faculty partner.
- Certain behaviors are less frequently coded (growth mindset, microaggressions); be sure to explain that these don't occur as often, not that the professor is doing something wrong.
- Ask the professor if you can do anything differently in your next observation in terms of observing/focusing on certain aspects of the classroom.
- Use an observation notes template such as the following:

Recommendations for Using PAITE:
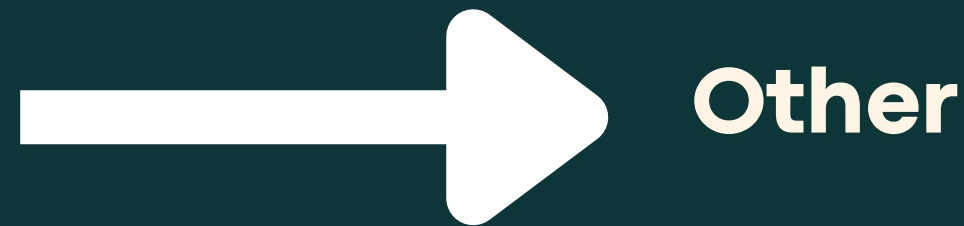
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→ ## Other

- Plan specific debriefing times as well as a plan for the upcoming observation with the professor.
- Consider your role as a student partner; you are a resource and have a variety of tools that you can utilize as well as a unique perspective based on your own classroom experiences.
- Have meetings with the professor for relationship building, to establish trust, clear communication, and adjust expectations

Created by CITLS Student Partners, Fall 2022

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