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CALL FOR PEER REVIEWERS

2024 Peer Review of High School Based College Credit Partnerships (HSBCCP)

Institutions offering college credit through partnerships are required to align with the [Oregon Standards](#) through recurring Peer Review. [The peer review schedule and results](#) list each institution's approval status as well as their next review year. The Self-Study and Peer Review process builds on national best practices and is based on accreditation from the [National Association for Concurrent Enrollment Partnerships](#) (NACEP).

The Peer Review process is coordinated by HECC and ODE staff and provides for a Self-Study and facilitated Peer Review to demonstrate adherence to the Oregon Standards. Peer reviewers provide critical feedback and evaluation of the submitted Self-Study. This review work must be supported (i.e. time, resources, stipends) by the reviewer's department and institution. Previous reviewers have averaged 7-10 hours of time spent on trainings and peer reviews.

Institutional and departmental benefits include accreditation related professional development for faculty and staff and the creation of a connected and sustainable system of continuous improvement for high school based college credit. Peer reviewers have the opportunity to bring new knowledge back to their campus.

Peer reviewers for HSBCCP will be required to meet the following criteria:

1. An affiliation with a secondary or post-secondary institution or school in Oregon;
2. Professional experience with one or more of the models of High School Based College Credit as an instructor, coordinator, or other teaching faculty or administrative roles;
3. Support from direct supervisor and/or the academic leadership at their institution
4. Sign a conflict of interest form.

Peer reviewers will be responsible for:

1. Participating in 2-3 hours of web-based orientation and training on HSBCCP
2. Declaring all conflicts of interest prior to the assignment of self-studies to review
3. Reviewing 1-2 institutional self-studies between July 1 and August 15, 2024
4. Using the rubrics provided and delivering a clear report to the review team lead
5. Communicating any challenges or barriers to state staff in a timely manner

Training and Support (web-based):

1. Orientation
2. Norming of the rubric tool for evaluation of Self-Study
3. Feedback survey on the process after results of review have been submitted

Timeline for 2024:

April - June	Recruitment of potential reviewers via email and interest survey
May - June	Selection and notification to peer reviewers
May	HECC staff review Self-Studies for completeness
June	Recorded Orientation Webinar on Standards
June	Recorded Rubric Evaluation Webinar for Reviewers
July 1 – August 15	Review Self-Studies; requests for supplemental information as needed
August- September	Team Leads synthesize results / Make recommendation to Oversight Committee
October	Oversight Committee vote/Notification of Results of the Reviews
November	Applicants and Reviewers Complete Feedback Survey on the process

Selection Process: Peer reviewers are invited to be a part of the pool if they have direct experience with High School Based College Credit Partnerships. While experience conducting assessments or accreditation studies is not required it is desirable. The peer reviewer pool will be as diverse as possible, including representation from a variety of racial/ethnic, linguistic and cultural backgrounds, geographic location and setting, and school and partnership size and type.

Team Composition: Peer Review teams will consist of 3-5 members. The Team Lead is usually also a member of the Oversight Committee. No Peer Reviewers will be from the institution who is under review. There shall be at least 1 member from a 2-year institution and at least 1 member from a 4-year institution on each team. There shall be at least one member who is working in the specific model(s) that are included in the self-study.

Peer Reviewer Interest Survey (by link to MS Forms)

Use [this link](#) to add a peer reviewer name:

1. *Name:*
2. *Title:*
3. *Contact phone:*
4. *Contact email:*
5. *Place of employment:*
6. *I have experience with partnership model(s):*
 Dual Credit *Sponsored Dual Credit* *Assessment Based Learning Credit*

Please refer questions about the high school based college credit partnership Self-Study and Peer Review Process or the recruitment of peer reviewers to Erin Weeks-Earp (erin.weeks-earp@hecc.oregon.gov) or Eric Juenemann (eric.juenemann@hecc.oregon.gov) at the HECC.