UCT Meeting Minutes
Friday May 9th, 2008

Present: Sue Barrett, Chris Hepburn (Chair), Jackie Lerner, Bill Petri, Don Hafner, Pete Wilson, Ginny Reinburg, Pat DeLeeuw

The April minutes were approved with no changes.

Pat DeLeeuw reported that a former ERME student, Carolyn Fidelman, looked at the Online Evaluation Questions and commented on them. We made some deletions (1A), and changed the wording on some others. We also added a new question, 3F—"I learned a great deal in this course". Don made all the changes we discussed and distributed it to the committee later on May 9th.

We discussed what guidelines we should recommend for the release of the data.

> All the tabulated-quantified data could be released.
>
> Only the most recent evaluation of an instructor in a course should be available (i.e., not the last several times the course was evaluated).
>
> Data should not be released for the first time a course is given by an instructor unless they choose to release the data.
>
> Enhanced resources are needed to help faculty interpret the student evaluation data and to help faculty who want to improve their teaching

We had some discussion about what should be available and when it should be available. We decided that we need to talk with IT about what was possible, but that an evaluation should be available the last time an instructor taught a specific course and all courses taught by that instructor for the last two years. The evaluations would be up in March for Fall registration and in October for Spring registration. However, there was some discussion about how long to leave the data up on the web, and there was no decision made on this point. We will have time before it goes live to make these decisions.

The next agenda item involved what resources would need to be provided to help both students and faculty interpret and make use of the data. We decided that there were many complex issues to this, ones that we could work on next year.   Some of them were

> Get information to students prior to the release to let them know what is going to be available.

Generate ideas and supports for faculty, chairs, and deans as to how best use the information for faculty development

Ask Larry Ludlow to come next year for a full discussion of what types of analyses can be done on the data.

Plans for next year:

Full discussion about how to use the online evaluation data and what resources at the student, faculty and administrative levels are necessary to provide

Move to a Faculty Teaching Award only (no research award anymore)

Grade inflation- is it a problem, do we need to do something about it, and if so, what?

Submitted by: Jackie Lerner 5-11-08

UCT Proposed Teaching Evaluation Questions
(revised per UCT meeting of May 9, 2008)

Part A: Note to students: Responses to Part A are anonymously reported to the faculty member, the department chair, the deans, and made available in summary form to other students.

Instructor

1. Which of the following statements apply to this *instructor*?

    a. The instructor was prepared.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    b. The instructor was available for help outside of class.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    c. The instructor returned assignments/tests conscientiously.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    d. The instructor showed enthusiasm about the subject matter.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    e. The instructor stimulated interest in the subject matter.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    f. The instructor's explanations were clear.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    g. The instructor treated students with respect.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

2. How would you rate this *instructor* overall as a teacher?
    Excellent   Very Good   Good   Fair   Poor

Course

3.   Which of the following statements apply to this *course*?

    a. The course was well organized.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    b. The course generally followed the syllabus.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    c. Class attendance was necessary for learning the course material.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    d. The course was intellectually challenging.
    Strongly Agree   Agree   Uncertain   Disagree   Strongly Disagree

    e. Compared to similar courses (i.e. core, major, etc.), this course required:
    Much More Effort   More Effort   About the Same Effort   Less Effort   Much Less Effort

4. How would you rate this *course* overall?
    Excellent   Very Good   Good   Fair   Poor

Part B. Note to students: Answers to these open-ended questions go only to the instructor, the department chair, and the deans.

1. What are the strengths of this course?
2. How could the instructor improve the course?
3. Would you recommend this course to other students, majors etc.? Why or why not?
4. Additional comments:

Part C. Faculty Prepared Questions. Note to students: Answers to Part C go only to the instructor.

7. Faculty will have to be informed prior to the fall semester evaluation period of the planned release of the data.

8. Enhanced resources may be needed to help faculty members interpret the student evaluation data and to help faculty who want to improve their teaching. The UCT plans to discuss this in more detail in the fall.