

The University Senate of Michigan Technological University

PROPOSAL 8-09

“TEACHING EFFECTIVENESS POLICY”

(Voting Units: Academic)

BACKGROUND:

Senate proposal 2-87 describes the procedures for Student Evaluations of Teaching Effectiveness. This proposal was superseded by Senate Proposal 12-03. Section 3 of Proposal 12-03 reverses past policy and is impossible to implement (e.g., it is not possible to give the originals to two parties.)

The Senate Instructional Policy Committee (IPC) requests an amendment to Proposal 12-03 which would clarify the procedure and restore it to the original intent and procedures for student evaluations.

PROPOSAL

Proposal 12-03, Section 3. states that

Procedures for student evaluations:

Following directions provided with the student rating of instruction instruments, the instructor will give the evaluation materials to a student in the class and then leave the room. The student will distribute the forms and then collect and return the completed forms in a sealed envelope to the relevant departmental office or to the Center for Teaching, Learning, and Faculty Development. Departmental offices are to send these sealed envelopes containing the completed evaluations directly to the Center for Teaching, Learning, and Faculty Development.

After scanning the forms, the Center for Teaching, Learning, and Faculty Development will return the original forms and sheets summarizing numerical responses to the faculty member and the faculty member's immediate instructional supervisor. The chief academic officer, or her/his designee, as well as other academic administrators will also be provided with copies of the relevant section summary sheets.

Summary sheets from general education core course sections will constitute a special case and also be sent to the relevant core course coordinator and to the person charged by the chief academic officer with general education instructional oversight.

The Center for Teaching, Learning, and Faculty Development will not release any information related to the student rating of instruction scores of any instructor to any other parties without the prior written permission of that instructor.

The section of interest is

After scanning the forms, the Center for Teaching, Learning, and Faculty Development will return the original forms and sheets summarizing numerical responses to the faculty member and the faculty member's immediate instructional supervisor. The chief academic officer, or her/his designee, as well as other academic administrators will also be provided with copies of the relevant section summary sheets.

The original forms and summary numerical responses cannot be returned to two different parties.

The original intent, and historical practice, is that the original evaluations are returned to the faculty member only.

As stated in the preceding proposal 2-87

Procedures for Student Evaluations:

Evaluation instruments will be completed by students during a class meeting during the seventh through tenth week of the term. The faculty member will give the evaluation materials and instructions to a student in the class and leave the room. The student will distribute the forms and then collect and return completed forms in a sealed envelope to the departmental office or another designated location.

The completed evaluations will be collected at the Center for Teaching Excellence. ***After scoring and***

analysis are complete, the Center for Teaching Excellence will return the entire student evaluation package to the faculty member and the tabulated summary of the university core items to the faculty member's immediate academic administrator. The Center for Teaching Excellence will not keep records of the results of individual evaluations unless requested by the individual faculty member.

Therefore, the IPC requests an amendment to proposal 12-03 to change the procedure back to the procedure described in proposal 2-87 as follows.

The completed evaluations are to be sent to the Center for Teaching, Learning, and Faculty Development for processing. After processing is complete, and the instructor has submitted his/her grades for the course, the original student evaluation of instruction forms will be returned to the instructor. Sheets summarizing the numerical results compiled from the individual evaluation forms from each section are sent to the instructor, to the instructor's immediate supervisor(s), and are made available to the appropriate dean, provost, or president upon request. Data from these summary sheets will not be released to anyone other than those university administrators previously mentioned without the written consent of the instructor.

Proposal withdrawn: 21 January 2009