

To: Members of the Faculty Senate
From: The Committee to Study the Student Evaluation of Faculty
Date: August 27, 1989
Subject: Recommendations

The Committee would like to make the following recommendations. We feel that these recommendations should be implemented as soon as possible.

1. The faculty evaluation should not be administered earlier than the last week of class before finals.
2. The wording of the "N" selections in the directions should be changed to indicate that "N" equals neutral.
3. An open-ended question should be provided to allow for an individual's additional comments. We suggest that a written summary of these comments be prepared by an office designated by Academic Affairs and that this summary be returned with the computer printout.
4. A column for "does not apply" should be added to the rating scale.
5. Departments should consider adding items to part 2B to accommodate instructional circumstances.
6. Part 2A should be labeled as "Perception of Instruction" rather than "Instructor evaluation".
7. Item #12 should read, "The instructor's overall performance in this course has been:"
8. A university standing committee should be appointed to monitor and adjust the instrument. We suggest that the membership of this committee consist primarily of faculty; it should also include representation from the administration, from students, and from computer services.

The committee intends to give further consideration to the following recommendations. Our intent is to make these recommendations more specific.

1. Items are needed to assess the amount the student has learned from the instructor.
2. Items are needed to assess the communication skills possessed by the instructor.

3. An appropriate measure of variability should be included in the analysis of data to identify significant departures from the norm.
4. The statistical characteristics of the instrument should be identified and reported. Specific examples include:
 - a. identifying the relationship between the background information and the ratings.
 - b. identifying the relationship between the items.
 - c. identifying the distribution of scores.

Finally, the committee would also like to pass on the observation that there is no program in place to assist faculty in the improvement of their teaching, and in many cases little direct assistance is provided by the university administration in assisting faculty experiencing problems in the classroom. The committee strongly supports attitudes and programs that focus the evaluations on constructive purposes for the improvement of instruction.