

ANNUAL REPORT

University Standing Committee **Evaluation of Teaching**

Academic Year Covered by Report **2015-16**

Date Report Submitted _____

Report Submitted by **Beth Wright Fath**

Number of times committee met **8 scheduled, 1 cancelled due to weather**

RECOMMENDATIONS

Recommendations for the 2016-17 EOT Committee include:

1. Review the ClassEval questions (required every three years);
2. Continue the discussion with Student Government regarding their request for additional information regarding courses;
3. Review the NTT Peer review process. In the past few years, the committee clarified the timing and number of peer reviews for tenure track faculty. Last year's final report (2014-15) suggested that similar guidelines for non-tenure track (NTT) faculty should be discussed and policies developed;
4. Pilot the random comment generator and use results to decide if any further action should be taken;
5. Continue the discussion with Study Abroad (SA) regarding both their program evaluations and evaluations of non-NC State instructors teaching SA courses.

SUMMARY OF DISCUSSION ITEMS/ACTIVITIES OF COMMITTEE

Following is a summary of topics the committee discussed and any actions taken. The word (new) denotes any new issues brought to the committee in the 2015-16 year.

Peer Review Template: After being vetted in the 15-16 year, the Peer Review Template was added to the OFD website under Peer Review of Teaching.

Question 12 from ClassEval instrument: Question 12 on the Class Eval instrument is: *Overall, this course was excellent* carried over from last year. It was the last question to be re-visited from the ClassEval instrument review that commenced in 2013. After much discussion, the committee decided to keep the wording as is, but recommend better education for students, faculty, and Department Heads regarding the interpretation and usage of this information.

(new) Concern #5 on the ClassEval FAQ sheet: Concern #5 on the ClassEval FAQ sheet is: *Low response rates will make the results from the data unusable or meaningless.* It included several statements and a chart regarding class sizes and acceptable and recommended response rates. Some members of the Committee felt this information to be

incorrect and misleading. Concern #5 was reviewed, discussed, and revised. The updated version is on the OFD website under Evaluation of Teaching at NC State.

(new) Extra credit for ClassEval completion: The committee clarified that REG 05.20.10 prohibits extra credit or similar incentives for ClassEval completion. The committee suggested that we need to insist on the importance of following this REG to faculty.

(new) Study Abroad Office (SA): SA have been using paper evaluations up to this point. After discussion with SA, Registration and Records and EOT committee members, most of their courses are now using ClassEval. The Provost has granted SA a few exceptions to continue with paper evaluations due to remote locations, provided that they continue to follow best practices regarding confidentiality and retention. They will be continuing discussion next year regarding the clarity of questions in their program evaluations (eliminating overlap with instructor questions) and adhering to SACS requirements for non-NC State faculty who teach SA courses.

(new) Code of Student Conduct and ClassEval: Following an incident that was brought to the Office of Student Conduct (OSC), there was discussion and revision of wording about confidentiality and ClassEval, specifically when it can be broken. Consults from General Counsel and OCS were included.

(new) REG 05.20.10: After multiple questions came to the Committee and the VP for Faculty Affairs regarding Peer Review in REG 05.20.10 (sec. 3.3.3 and 3.3.4), these items were put before the committee. Discussions and revisions were approved by the committee.

(new) Student Government request: Student government approached the committee requesting a means to collect and disseminate more specific information about courses/professors to help students judiciously select the courses in which they enroll at NC State. A 2-pronged approach was suggested to proceed:

- 1) Creating a course detail sheet (similar to the one used in DE courses) for all undergraduate courses where students could see general course information and a syllabus. This prong has been referred to UCCC, who have discussed and formed a subcommittee to work on this in the fall partnering with Registration & Records and DELTA. UCCC will continue to work with Student Government on this.
- 2) Creating additional questions added to ClassEval that would not be linked to the personnel record OR a unique survey link after ClassEval is completed. One strong suggestion was to have 3 quantitative questions. This discussion will need to be continued next year. The topic was introduced to Faculty Senate who said a similar discussion was undertaken ~10 years ago. They have forwarded the old committee reports to the 2015-16 EOT Chair, who is forwarding them to the

incoming 2016-17 Chair and Dr. Katharine Stewart for reference in next year's discussion.

(new) Random sampling comment generator for dossiers:

Much discussion and concern was raised around this topic. Some of the concerns included:

- Can inappropriate comments be flagged or removed? If flagged, how would a faculty member respond to the comment? What form would faculty comments take? Who would review flagged comments?
- How many times could a faculty member run RCG?
- Can faculty members still 'cherry pick' flattering comments?
- Varied sizes of classes, frequency, type (DE vs. on campus)
- Number of comments for the dossier

A Pilot Test Group Proposal was made, but funding was not approved. We recommend that a pilot test be completed before progressing any further with this issue.

RECOMMENDATION FOR REVISION OF CHARGE AND/OR MEMBERSHIP CONFIGURATION (if applicable) N/A