

Evaluation & Assessment Committee  
Minutes – October 19, 2018

Present: Jim Bisgard, Marty Blackson, Greg Lyman, Terry Wilson

Absent: Michael Johnson, Martin Kennedy

Guests: Lidia Anderson

The meeting was called to order at 1:10 p.m. Minutes of October 5, 2018 were amended to include Michael Johnson as absent. Jim moved, and Marty seconded, to approve the minutes as amended; minutes approved.

*SEOI Policy and Procedure*

With this issue, which courses should get SEOIs is the big question. Typically, any course with five or more students gets SEOIs, but because this is really defined by the number of students in the class, there may need to be some exceptions. Courses such as thesis research do not have a large number of students, but in situations where a professor has three different sections of two students each, these sections can be combined in the system into one section of six students for the purpose of assigning an SEOI form.

Documentation is sent out as to which courses receive form A, B, C, etc. In the past, it was possible to choose not to have an SEOI assigned to a class. Essentially faculty are responsible for picking the form they want to have assigned to their class. Form A is assigned if faculty do not pick a form. The department is ultimately responsible for making sure the form is appropriate for the class. Forms A & B are for courses with a teaching component; Form C is for studio classes. Some examples of classes that are exceptions would be thesis, supervision (e.g. student teaching), seminar, and special topics. There are questions surrounding the amount of faculty involvement in student teaching and 490 courses. Are the faculty working with students enough in these classes to warrant having students complete an SEOI?

The next step with this charge will involve identifying what we need from EvalKit and developing a list, then possibly doing a conference call to find out how they can meet our needs.

*Questions for a survey of faculty on the role of SEOIs in assessment of teaching*

Some survey questions will be asked only to general faculty; others will be only for faculty who have been on department personnel committees. Possibly the questions from last year's survey can be used again and split up, and some new questions can be added.

Questions for personnel committees:

- What tools beyond SEOIs have you seen used to demonstrate effective teaching?

(Comment box)

- SEOIs should be used for formative assessment. (Likert scale – agree/disagree)
- SEOIs should be used for summative assessment. (Likert scale – agree/disagree)

- What form do you look at more: long form or short form?
- Faculty180 makes it difficult to identify trends in SEOIs. (Likert Scale)

Questions for general faculty:

- What tools beyond SEOIs would you like to see used to demonstrate effective teaching?  
(Comment box)
- SEOIs should be used in a formative fashion. (Likert scale – agree/disagree)
- Your department personnel committee uses SEOIs appropriately? College personnel committee uses SEOIs appropriately? Your chair & dean use SEOIs appropriately? The provost uses SEOIs appropriately? (All responses on Likert scale – agree/disagree)

Questions for both groups:

- If you knew SEOIs were being used in a formative fashion, would you be as concerned about the response rate? (Likert scale)
- Comments from SEOIs are the most relevant information. (Likert scale – agree/disagree)
- Numerical data from SEOIs are the most relevant information. (Likert scale – agree/disagree)
- Which college are you in? (Data will be split by college.)

Jim will follow up with Amy regarding the EC questions from the October 5 meeting.  
Lidia will come to the next meeting on November 2.

Meeting adjourned 3:00 p.m.

Next meeting:

November 2, 2018

1:00 p.m. Grupe Center