

## MEMO

DATE: April 16, 2012

TO: Subir Chakrabarti, President  
Faculty Assembly,  
Indiana University School of Liberal Arts  
Indiana University Purdue University Indianapolis

FROM: Dennis Bingham (English), Chair  
Teaching & Advising Committee (TAC)

RE: Committee Report for 2011-2012

This was a productive year for the Teaching and Advising Committee (TAC). Our members, besides myself, are Carrie Foote (Sociology), Sumana Jogi (Communication Studies), Kevin Robbins (History), and David Weiden (Political Science). Professor Jogi was selected by Agenda Council to replace our former member, Gina Sanchez Gibau (Anthropology), upon her appointment as Associate Dean for Student Affairs in the School of Liberal Arts. Linda Haas (Sociology), the committee's Agenda Council representative, was, in effect, an active and valuable member. We requested an additional member specializing in online teaching. Agenda Council granted permission to recruit a "consultant" on online courses. The chair chose Brian McDonald (English). Bill Stuckey of Technical Services also attends our meetings.

Having accepted our charge at the final Faculty Assembly of 2010-2011 (Apr. 15, 2011), to produce a new student end-of-course evaluation instrument, our year has been spent studying assessment and evaluation issues, gathering models and examples from other universities as well as other units at IUPUI, and producing a first draft of the form. The committee had four regular meetings during Fall semester (Sept. 8, Sept. 22, Oct. 6, and Dec. 6), and one special meeting (Nov. 18), which was a half-day seminar, "Taking Stock of What the School of Liberal Arts End-of-Course Evaluation Measures," presented to us by Jacqueline Singh of the Center for Teaching and Learning, Ingrid Ritchie of SPEA, and Randi Stocker of University Library. In Spring semester, after an interval due to the fact that four of us were serving on search committees, we met intensively for at least ninety minutes on six of the last seven Monday mornings (Feb. 27-Apr. 16), not counting Spring Break. The first meeting was to choose the winners of the Trustees Teaching Awards (TTA). The other five were to work on the proposed draft of the new IU School of Liberal Arts Student Evaluation of Teaching, which we delivered in time for the final Faculty Assembly of the year.

Besides producing the proposed course evaluation form (or in the line of doing so) and selecting the TTA winners, Dennis Bingham and Sumana Jogi, of TAC, attended an SLA Student Council meeting (Oct. 7), in order to hear reactions to student evaluation in general, and to the existing form. In the Spring Carrie Foote and Linda Haas also visited a Student Council meeting (Apr. 6), this time with a prototype of the new form, in order to gauge student response to it.

Equally important, according to Bill Stuckey, is the Committee's design of a schedule for the entire process of the student evaluations, which had not been drawn up before.

Sumana Jogi and I, whose terms end in 2012, asked for another term starting in Fall 2012. Awaiting the committee in the coming year are the continued drafting and, hopefully, the piloting of the new evaluation form. We will also oversee the development of a new form for online classes, and will address the conduct and reporting of the Graduating Student Surveys.