

MEMO

DATE: April 17, 2012

TO: The Faculty and Administration, IU School of Liberal Arts

FROM: Liberal Arts Teaching and Advising Committee (TAC): D. Bingham, English (Chair); C. Foote, Sociology; G. Sanchez Gibau, Student Affairs (non-voting); L. Haas, Sociology (Agenda Council rep.); S. Jogi, Communication Studies; B. McDonald, English (Online teaching consultant); K. Robbins, History; W. Stuckey, Technical Services (Implementation consultant); D. Weiden, Political Science.

RE: Proposed Draft, Liberal Arts Student Evaluation of Teaching

Attached is a prototype, headed "Sixth Draft of the SLA SET Form." This is the Teaching and Advising Committee's projected new Liberal Arts Student Evaluation of Teaching form. It is a result of the charge, proposed to and accepted by Faculty Assembly on April 15, 2011, to produce a new instrument. We examined evaluation question banks from universities around the country, as well as forms at other units at IUPUI. We met twice with SLA Student Council, consulted staff at SLA Technical Services, Survey Research Center (which currently processes the reports), as well as Amy Jones Richardson and SLA Student Services staff. In November, the committee attended a half-day training session on end-of-course evaluation, given by a team of assessment experts led by Jacqueline Singh of the Center for Teaching and Learning.

The three brief paragraphs at the top of the form state the *purpose*, *anonymity*, and *significance* of the form and the information it yields. We have striven for both simplicity and specificity. We have also tried to keep to an absolute minimum the elements that students have told us they distrust about the form, while respecting the conventions that departments depend upon in making decisions about faculty review and promotion. Finally, we believe we have balanced flexibility (in the retention of "Supplementary" and "Written Response" questions) with the practical need to keep the printed form to one side of a page.

This is a draft. We are not asking Faculty Assembly for the go-ahead now, but rather next fall, after you have had time to respond to us about the form, and we have had time to make adjustments based on your input. We look forward to hearing your comments and suggestions at Friday's Faculty Assembly, as well as at

<https://www.surveymonkey.com/s/SLAStudentEvaluationTeachingFeedbackSurvey>

If you decide in September to proceed with the new form, we will pilot test it for Fall courses. The process of creating this revision--the first to the SLA form since circa 1990 (Linda Haas, of our committee, was also on the committee that created the existing form)--will initiate regular revisions to the form, as well as a subcommittee next year to create a new form especially for online courses.