

Minutes from UCT, March 23, 2007

The meeting was called to order at 10:30 in Borneuf House by Chris Hepburn. Present were: William Petri, Danny Gillis, Suzanne Barrett, Mary Jo Hughes, Jacqueline Lerner, and Alfred Yen

The minutes from the last meeting were approved without objection.

The main agenda item was the report of the subcommittee concerning the electronic course evaluation questionnaire. Chris Hepburn reported the substance of 3 open meetings with faculty from around the university. In total, about 45 faculty participated. They were asked what questions were valuable to them. Faculty expressed a wide range of views and reactions. The Committee was given summaries of comments by faculty. (note: The Committee was also informed that all teaching evaluations will be administered electronically starting this spring.)

Some of the issues raised by faculty included the following:

- Newer faculty wanted help in interpreting evaluations.
- Many wanted support for their teaching efforts.
- Some wanted comparative information, and also “how much do I take this to heart?”

It was also noted that faculty had wide range of familiarity about the electronic evaluation system. About 25% didn't really know basics about system.

Committee members reported that there were variations in how evaluations were displayed. There was not definitive explanation. Possibly it was caused by differences in browsers used to access the system.

The Committee then discussed the questions themselves. The committee agreed that different sets of questions had to be made available. For example, special sets of questions made sense for laboratory courses, freshman seminars, etc. Perhaps various departments would have separate sections they could customize. But for near term, great change in forms were not considered likely. It was reported that Bert would like the UCT to come up with some modifications to evaluation.

9 draft questions handed out to committee. Committee discussed questions making consolidations and revisions including check-off boxes for responses. Chris Hepburn agreed to look into whether some of the changes are technologically feasible.

The meeting was adjourned at 11:55 a.m.

Respectfully submitted,
Alfred Yen, Acting Secretary

