

Student Senate Resolution SS0405-12

Creating a Course Evaluation System for the Student Body

Whereas the collaborative effort of the administration, faculty, and student body are sought in realizing the creation of a course evaluation system for students,

Whereas the proposed course evaluation system is attached as Exhibit 1,

Whereas the Academic Affairs Committee of the Student Senate has been in dialogue with the Office of the Provost regarding the creation of the said course evaluation system,

Whereas the Student Body President, Emeritus, and the academic representatives of the Student Body President are in support of the attached proposal,

Therefore be it resolved that the Student Senate strongly supports the creation of the proposed course evaluation system,

Therefore be it further resolved that the Student Senate supports collaborative action that will engage the Faculty Senate and the Office of the Provost in the creation of the said course evaluation system.

SS0405-12 Exhibit 1: Proposal for Course Evaluation System for Students

The Academic Affairs Committee of the University of Notre Dame's Student Government proposes the following two-pronged system for course evaluation:

1. Faculty members clearly communicate a vision of their courses in advance of the DART registration period.
 - a. Notre Dame develops a web-based platform through which students can access detailed information about every course. For each course, the instructor or departmental representative uploads into a template the following information:
 - i. Course title, course number, credit hours, contact hours per week, prerequisites, and enrollment cap
 - ii. Brief course description (~30 words)
 - iii. Principal course goals and learning objectives
 - iv. Syllabus of major topics covered within the semester
 - v. Primary learning activities in the course (lecture, discussion, group work, laboratory, community-based projects, etc.)
 - vi. Methods by which students are evaluated in the course (examinations, term papers, oral presentations, etc.)
 2. Students voice their prior experience in a course through a new, well-designed survey instrument.
 - a. Notre Dame administers along with the TCE (Teacher Course Evaluation) an additional set of questions written by and for students.
 - i. A committee, composed of student and faculty representatives along with a staff member from Institutional Research, drafts a concise set of objective survey questions selected to reflect the attributes of the course/instructor that (a) are important to students, and (b) that students are well-qualified to evaluate.
 - ii. The new student survey contains no open textboxes for unedited comments.
 - iii. The new student survey is issued along with the TCE questions in class, but the instructions to students clearly distinguish the purposes of the two sets of questions.
 - iv. The completed student survey forms are collected along with the TCE forms, scanned, and analyzed by Institutional Research.
 - b. Notre Dame develops a web-based platform through which ND students (NetID required) can view the student ratings compiled from previous semesters.
 - i. Survey results for each question are displayed by the distribution of responses, not by a mean score. The total number of respondents and the number of students enrolled also appear.
 - ii. The results of the new student survey can be accessed online only with a valid NetID and password. Only Notre Dame students and the instructor of record can access the summary ratings for a particular course. Other faculty, staff, and administrators will not have access.
 - iii. The data resulting from the new student survey cannot be used to inform reappointment, tenure, promotion, or salary decisions.