

Faculty Senate • http://www.uwrf.edu/faculty\_senate/welcome.html
Chair: James Madsen; Vice Chair: Dawn Hukai; Secretary: Todd A. Savage; Executive Committee: Stephen Reed, Jennifer Willis-Rivera

To: Dean Van Galen, Chancellor 116 North Hall

University of Wisconsin-River Falls

From: James Madsen, Chair

**Faculty Senate** 

University of Wisconsin-River Falls

May 5, 2011

RE: UWRF Faculty Senate Motion 2010-2011/56

At the May 4, 2011 meeting of University of Wisconsin-River Falls Faculty Senate, motion 2010-2011/56 was passed and it is effective immediately. This motion is forwarded to you for your action.

Motion from the Faculty Welfare and Personnel Policies Committee (Brad Mogen, Chair) to approve a revised policy on the frequency of administering student evaluations for IAS Senior Lecturers as stated below.

Uniform student evaluations will be administered in all classes each semester for probationary faculty and instructional academic staff classified as Associate Lecturer and Lecturer. Student evaluations will be administered each semester for one-third of tenured faculty and instructional academic staff classified as Senior Lecturers or Distinguished Lecturers. Tenured faculty, Senior Lecturers, and Distinguished Lecturers to be evaluated by students will be selected alphabetically every third evaluation period. Faculty, Senior Lecturers, and Distinguished Lecturers have the option to have student evaluations done more frequently.

| Approved                   |       |  |
|----------------------------|-------|--|
| Disapproved                |       |  |
| Deanvan Dal                | Slulu |  |
| Dean Van Galen, Chancellor | Date  |  |

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## Memorandum

To: Iai

James Madsen, Chair, Faculty Senate

From: Brad Mogen, Chair, Faculty Welfare and Personnel Policies Committee (FWPP)

Cc: Todd Savage, Secretary, Faculty Senate

Date: November 30th, 2010

Re: Frequency of administering student evaluations for IAS Senior Lecturers.

Jim,

FWPP was charged with reviewing the current policy detailing the frequency in which Senior Lecturers are required to administer student evaluations. This was addressed at the November 30<sup>th</sup>, 2010 meeting of FWPP and a vote was taken to submit a proposed language revision to Senate. The specific changes voted upon, and approved by, FWPP are detailed below. Please place this on the Senate's agenda for a vote. Note that I have run the language by Laura Zlogar and her colleagues and they felt it was fine.

Let me know if you have any questions/concerns.

Thank you.

Brad Mogen Chair FWPP

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## The FWPP charge from Faculty Senate:

"Review the policies and procedures for the student evaluation of instructional academic staff and make the practices consistent with how other faculty are evaluated and make recommendations for updating the Faculty & Academic Staff Handbook in these regards."

## Existing Handbook Language...

## 4.5.5.3 Uniform Survey Instrument

- a. The survey instrument will include only questions approved by the Faculty Senate, and will be administered by the Provost and Vice Chancellor for Academic Affairs.
- b. Any statistical measures will be applied to the results of one question only, not to any combination of all the questions. Statistical measures applied to a question must be limited to the responses to that question in one class section only. There must not be any "composite" number derived from the results of the questions.
- c. The frequency, standard deviation, mean or average of the results of each question must not be used explicitly to compute any department, College, or University-wide salary change including raises, merit pay or pay reductions.
- d. The results of uniform student evaluations will be sent to the individual faculty member surveyed, to the department chair, to the Dean, to the Provost and Vice Chancellor for Academic Affairs, and will be available in the Library.
- e. Uniform student evaluations will be conducted within the last three weeks of the semester. Fall semester evaluation(s) shall be conducted in a timely manner so that results for probationary faculty will be available by January 10th. The results of the survey will not be available until after the final grade rosters are submitted to the Registrar. The Provost and Vice Chancellor for Academic Affairs will ensure that all grade rosters have been submitted.
- f. Uniform student evaluations will be administered in all classes each semester for probationary faculty and instructional academic staff only, and evaluations will be administered each semester for one-third of tenured faculty. Tenured faculty to be evaluated will be selected alphabetically every third evaluation period. Faculty have the option to have evaluations done more frequently.

Proposed Revision—voted on and passed by FWPP at their 11/30/10 meeting...

f. Uniform student evaluations will be administered in all classes each semester for probationary faculty and instructional academic staff classified as Associate Lecturer and Lecturer. Student evaluations will be administered each semester for one-third of tenured faculty and instructional academic staff classified as Senior Lecturers. Tenured faculty and Senior Lecturers to be evaluated by students will be selected alphabetically every third evaluation period. Faculty and Senior Lecturers have the option to have student evaluations done more frequently.