

STEPHEN F. AUSTIN UNIVERSITY
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School of Nursing

POLICY NO.
38

F/S		SUBJECT: Faculty and Course Evaluations
REVISED OR REVIEWED	DATE	PAGE
5/94 6/95 5/96 1/00 10/04	12/13/93	1 of 2
10/08 4/2012 5/2013 5/2015		

Signature

Date

STANDARD POLICY

POLICY

All students shall be given the opportunity to evaluate faculty and courses online at the completion of each course.

BACKGROUND

Student evaluation of course and instructor effectiveness is invaluable to instructors as they strive for excellence in teaching performance. Student input serves to enhance the teaching-learning process by providing faculty with appraisals of areas of strengths and areas of needed change and/or improvement.

A student should regard the evaluation of course faculty as both a privilege and a right, with inherent responsibility for objectivity. This concept necessitates the evaluation be done in a positive manner which focuses on course content, instructor's knowledge and expertise, and content presentation rather than on teacher personality.

The instructor's responsibility in the teaching-learning process is to give serious thought to student input and to implement changes, when appropriate and feasible, within curricular design constraints.

PROCEDURE

For each course the student will be given the opportunity online to complete online questions listed on Form 38A (Student Evaluation of Face-to-Face Course) and Form 38B (Student Evaluation of Online Course) during the time frame for evaluations provided by the University. Each online student evaluation of the course and instructor with comments will be anonymous and confidential.

Revision or addition of questions to Form 38A or Form 38B must be submitted to the Evaluation and Program Effectiveness Committee for review and approval before changes or additions are implemented.

Results from the evaluations of both courses and instructors will be reviewed by the SON Director or Assistant Director, the Evaluation and Program Effectiveness Committee chair, and the instructor.

Evaluations and Action Plan forms will be filed in a centralized area. Evaluation results of items below the benchmark of 70% will require the completion of an Action Plan form (Form 38C) by the instructor. The Action Plan form will then be submitted to the chair of the Evaluation and Program Effectiveness Committee. The completed Action Plan form will be reviewed by the SON Director or Assistant Director, and the Evaluation and Program Effectiveness Committee.