

## **Instructor and Course Evaluation Policy 3.12**

**Original Implementation: December 13, 1993**

**Last Revision: May 2019**

All students, in all programs, will be given the opportunity to evaluate instructor and courses online at the completion of each semester.

For each course the student will be given the opportunity to complete anonymous online evaluations of both instructor and course during the time frame for evaluations provided by the University. Each online student evaluation of the course and instructor will be anonymous and confidential.

Results from the evaluations of courses and instructors will be reviewed by the SON Director, the Evaluation and Program Effectiveness Committee chair, and the instructor. Evaluations and action plans will be filed in a secure and centralized area. Evaluation results of items below the benchmark of 70% will require the completion of an action plan by the instructor. The action plan will then be submitted to the chair of the Evaluation and Program Effectiveness Committee. The completed action plan will be reviewed by the SON Director, and the Evaluation and Program Effectiveness Committee chair.