

MEMORANDUM

TO: All Faculty Senate Members
FROM: Dr. Manoj Chopra
Chair, Faculty Senate
DATE: August 22, 2007
SUBJECT: Faculty Senate Meeting Thursday, August 30, 2007

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Minutes:** *Approve Minutes of April 26, 2007*
4. **Announcements and Recognition of Guests**
5. **Old Business**
6. **New Business**
 - Provost's Report – Provost T. Hickey
 - Revised Student Perception of Instruction Forms – Drs. Wink and Jungblut
 - Update on Parking and other issues on Gamedays - Dr. Schell
 - Standing Committee Reports
 - 1) UPCC – Dr. R. Pennington
 - 2) Graduate Council – Dr. A. Liberman
 - 3) Personnel – Dr. D. Chakraborti
 - 4) Budget and Admin – Dr. K. Belfield
7. **Other Business**
 - NONE
8. **Adjournment**

UCF Student Perception of Instruction Item Selection Survey

Face-to-Face and ITV Classes

Colleagues:

Thank you for agreeing to provide your preferences regarding the items being considered for a proposed new instrument for the Student Perception of Instruction process. Your opinions are very important to the Faculty Senate subcommittee working on this; and, though all recommendations cannot be implemented, we will consider each and every one in designing the Student Perception of Instruction form that will be submitted to the Senate for further review.

Richard Harrison
Bernadette Jungblut
Charlene Stinard
Dawn Trouard
Diane Wink
Tace Crouse

On the Scantron form, bubble in "A" for items you recommend for inclusion on the student form; leave blank the items you do not recommend; and include changes or additional items in the free response area. Since it is unlikely we will use all items in the final form, your input will be vital in the selection of the most important items.

Organization of the Student Evaluation Process: We propose a short student form (15-25 items) to be administered in every class, every semester.

I. Course Delivery Modality, Student Motivation and Effort Items

The following items are being considered for use in providing additional information. Comparing these results to results of the instruction evaluation items below will help put those responses in context.

1. In general, I prefer taking courses that are

- a. Face-to-face
- b. Interactive Televised (ITV)
- c. Web-enhanced [i.e., have some web-based component (E)]
- d. Web-mediated [partly online; partly face-to-face (M)]
- e. Fully online (W)
- f. I have no preference.

2. In regard to my academic program, this course was

- a. a program requirement
- b. a program elective
- c. a general education (GEP) requirement
- d. a general education (GEP) elective
- e. my choice as a free elective

3. I had a strong desire to take this course.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

- 4. I had a strong desire to take a course with this instructor.**
- absolutely true
 - mostly true
 - mostly false
 - absolutely false
- 5. I used most of the required course materials (texts, articles, online resources).**
- absolutely true
 - mostly true
 - mostly false
 - absolutely false
- 6. The assignments helped me learn the course content.**
- absolutely true
 - mostly true
 - mostly false
 - absolutely false
- 7. The grade I expect to receive in this class is**
- A/A-
 - B+/B/B-
 - C+/C/C-
 - D+/D/D-
 - F
- 8. I spent ___ hours per week outside of class on this course.**
- less than one hour
 - between 1 and 3 hours
 - more than 3 hours
- 9. I missed class ___ times this semester.**
- 0
 - 1-2
 - 3-5
 - More than 5
- 10. I was late to class or left early ___ times this semester.**
- 0
 - 1-2
 - 3-5
 - More than 5
- 11. Did this class have an online component?**
- Yes
 - No
- 12. If your response to the item above (#11) was "Yes," complete this item: I completed all the online requirements including discussions as assigned.**
- absolutely true
 - mostly true
 - mostly false
 - absolutely false

13. Parking problems on campus impeded my ability to get to class on time.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

14. The classroom was comfortable for learning – temperature, sound, desks/chairs, and lighting were fine.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

15. If an ITV class, my classroom was (choose ONE of the following)

- a. the site from which the course was broadcast some weeks and the site to which the course was transmitted other weeks
- b. the site from which the course was broadcast most every class
- c. the site to which the course was transmitted most every class

II. Instruction Evaluation

16. The instructor provided a syllabus.

- a. Yes
- b. No

17. The instructor provided grading information.

- a. Yes
- b. No

18. The instructor provided a course schedule.

- a. Yes
- b. No

19. The instructor was available to assist me outside of class either online or in person.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

20. The instructor was well organized.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

21. The instructor displayed enthusiasm for teaching this class.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

- 22. The instructor communicated the importance and significance of the subject matter.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 23. The instructor communicated ideas and/or information clearly.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 24. The instructor answered student questions.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 25. On average, I received feedback on the class assignments from the instructor within**
- a. two classes
 - b. four classes
 - c. six classes
 - d. by the end of the semester
- 26. The instructor created an environment that encouraged students to express their ideas.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 27. The instructor created an environment that encouraged students to ask questions.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 28. Overall, this faculty member was an effective instructor.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 29. What did you like best about the way this faculty member taught this course?**
(This would be an open-response item.)
- 30. What suggestions do you have for this faculty member to improve this course?**
(This would be an open-response item.)

UCF Student Perception of Instruction Item Selection Survey
Free Response Form

Please indicate your recommendations for:

a. changes to items b. additional items c. specific requested input

Face to Face and ITV Form

a. changes to items

b. additional items

Mediated Classes

a. changes to items

b. additional items

Web Classes

a. changes to items

b. additional items

c. #22. Four possible lengths of time to use for the item "On average, I received feedback on the class assignments from the instructor within:

UCF Student Perception of Instruction Item Selection Survey

Mediated (M) Classes

Colleagues:

Thank you for agreeing to provide your preferences regarding the items being considered for a proposed new instrument for the Student Perception of Instruction process. Your opinions are very important to the Faculty Senate subcommittee working on this; and, though all recommendations cannot be implemented, we will consider each and every one in designing the Student Perception of Instruction form that will be submitted to the Senate for further review.

Richard Harrison
Bernadette Jungblut
Charlene Stinard
Dawn Trouard
Diane Wink
Tace Crouse

On the Scantron form, bubble in "A" for items you recommend for inclusion on the student form; leave blank the items you do not recommend; and include changes or additional items in the free response area. Since it is unlikely we will use all items in the final form, your input will be vital in the selection of the most important items.

Organization of the Student Evaluation Process: We propose a short student form (15-25 items) to be administered in every class, every semester.

I. Course Delivery Modality, Student Motivation and Effort Items

The following items are being considered for use in providing additional information. Comparing these results to results of the instruction evaluation items below will help put those responses in context.

1. In general, I prefer taking courses that are

- a. Face-to-face
- b. Interactive Televised (ITV)
- c. Web-enhanced [i.e., have some web-based component (E)]
- d. Web-mediated [partly online; partly face-to-face (M)]
- e. Fully online (W)
- f. I have no preference.

2. In regard to my academic program, this course was

- a. a program requirement
- b. a program elective
- c. a general education (GEP) requirement
- d. a general education (GEP) elective
- e. my choice as a free elective

3. I had a strong desire to take this course.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

4. I had a strong desire to take a course with this instructor.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

5. I used most of the required course materials (texts, articles, online resources).

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

6. The assignments helped me learn the course content.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

7. The grade I expect to receive in this class is

- a. A/A-
- b. B+/B/B-
- c. C+/C/C-
- d. D+/D/D-
- e. F

8. I spent a total of ___ hours per week outside of class on this course.

- a. 3 or less
- b. 4-6
- c. 7-9
- d. more than 9

9. I missed class ___ times this semester.

- a. 0
- b. 1-2
- c. 3-5
- d. more than 5

10. I was late to class or left early ___ times this semester.

- a. 0
- b. 1-2
- c. 3-5
- d. more than 5

11. I completed all the online requirements including discussions as assigned.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

13. The classroom was comfortable for learning – temperature, sound, desks/chairs, and lighting were fine.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

14. Parking problems on campus impeded my ability to get to class on time.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

II. Instruction Evaluation

15. The instructor provided a syllabus.

- a, Yes
- b, No

16. The instructor provided grading information.

- a. Yes
- b. No

17. The instructor provided a course schedule.

- a. Yes
- b. No

18. The instructor was available to assist me outside of class either online or in person.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

19. The instructor was well organized.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

20. The instructor displayed enthusiasm for teaching this class.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

21. The instructor communicated the importance and significance of the subject matter.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

22. The instructor communicated ideas and/or information clearly.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

23. The instructor answered student questions.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

24. The instructor created an environment that encouraged students to express their ideas.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

25. On average, I received feedback on the class assignments from the instructor within

- a. two classes
- b. four classes
- c. six classes
- d. by the end of the semester

26. The instructor created an environment that encouraged students to ask questions.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

27. Overall, this faculty member was an effective instructor.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

28. What did you like best about the way this faculty member taught this course?

(This would be an open-response item.)

28. What suggestions do you have for this faculty member to improve this course?

(This would be an open-response item.)

University of Central Florida

Report to Faculty Senate from Student Perception of Instruction ad Hoc Committee August 31, 2007

History

Faculty concerns about the content of the Student Perception of Instruction (SPoI) Form and reporting Student Perception of Instruction data became clear during faculty focus meetings held in association with an exploration of academic rigor at UCF in 2005-2006.

UCF Faculty Senate Action: Ad hoc committee was constituted by Faculty Senate in March 2006 to make recommendations regarding the content of the SPoI form and how the data are reported. Open calls at Faculty Senate for ad hoc committee membership - both senate members and their colleagues.

Ad hoc committee members in 2006-2007: Diane Alvarez, Richard Harrison, Bernadette Jungblut, Mark Kamrath, Charlene Stinard, Jeff Kaplan, Tace Crouce, Dawn Trouard, and Diane Wink.

Purpose of committee: The Committee's overall goals are to revise the SPoI tool, identify data reports which could be generated, and suggest ways that data can and should be best used.

This committee did NOT address form of administration of the tool. However, the committee recognizes these are important issues which interact with discussions in relation to our specific charge.

Committee Objectives: Develop a tool which:

- a. Helps faculty improve teaching
- b. Empowers students to provide thoughtful, relevant, and useful feedback.
- c. Provides information which contributes to the faculty evaluation process
- d. Minimizes the impact of bias in the evaluation process
- e. Provides context sensitive feedback (e.g. site, modality, level of student, required vs. elective course vs. GEP, student ability)
- f. Clearly separates curricular from instructor-based evaluation items
- g. Clearly separates mandated components of the course (e.g. course text) from instructor-based components
- h. Allows students to comment on environmental and university factors (e.g. parking, room temp, function of WebCT, library, bookstore) in a section separate from evaluation of faculty
- i. Ties evaluation to course objectives
- j. Reflects delivery format of course (e.g. face-to-face, or web or ITV) or evaluates those courses separately
- k. Allows meaningful data analysis for a variety of queries
- l. Contains response options specific to each item set

Current Status

Actively working on this project last 16 months

Have developed a set of questions we are proposing for use as part of a revised SPoI

Three Versions, each with questions to reflect one of three course delivery modalities:

- Face-to-face/ ITV
- Web Mediated
- Fully web based

Three types of questions on each version. Many questions the same from version to version with selected questions worded to make them specific to the course delivery modality

- Course Context* (to put evaluation in perspective)
- Instructional Evaluation*
- Free responses

Time line for this year

Fall 2007

- Present report to Faculty Senate
- Get feedback on proposed items
- Pilot items with invited faculty

Spring 2008

- Analyze result of pilot
- Revise questions and forms
- Do second pilot
- Develop plan for analysis
- Get feedback on proposed analysis plan from Faculty Senate

Summer 2008

- Final revisions

Fall 2008

IMPLEMENTATION ??? !!!!

UCF Student Perception of Instruction Item Selection Survey

Web (W) Classes

Colleagues:

Thank you for agreeing to provide your preferences regarding the items being considered for a proposed new instrument for the Student Perception of Instruction process. Your opinions are very important to the Faculty Senate subcommittee working on this; and, though all recommendations cannot be implemented, we will consider each and every one in designing the Student Perception of Instruction form that will be submitted to the Senate for further review.

Richard Harrison
Bernadette Jungblut
Charlene Stinard
Dawn Trouard
Diane Wink
Tace Crouse

On the Scantron form, bubble in "A" for items you recommend for inclusion on the student form; leave blank the items you do not recommend; and include changes or additional items in the free response area. Since it is unlikely we will use all items in the final form, your input will be vital in the selection of the most important items.

Organization of the Student Evaluation Process: We propose a short student form (15-25 items) to be administered in every class, every semester.

I. Course Delivery Modality, Student Motivation and Effort Items

The following items are being considered for use in providing additional information. Comparing these results to results of the instruction evaluation items below will help put those responses in context.

1. In general, I prefer taking courses that are

- a. Face-to-face
- b. Interactive Televised (ITV)
- c. Web-enhanced [i.e., have some web-based component (E)]
- d. Web-mediated [partly online; partly face-to-face (M)]
- e. Fully online (W)
- f. I have no preference.

2. In regard to my academic program, this course was

- a. a program requirement
- b. a program elective
- c. a general education (GEP) requirement
- d. a general education (GEP) elective
- e. my choice as a free elective

3. I had a strong desire to take this course.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

- 4. I had a strong desire to take a course with this instructor.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 5. I used most of the required course materials (texts, articles, online resources).**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 6. The assignments helped me learn the course content.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 7. The grade I expect to receive in this class is**
- a. A/A-
 - b. B+/B/B-
 - c. C+/C/C-
 - d. D+/D/D-
 - e. F
- 8. I completed all the online requirements including discussions as assigned.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 9. I spent a total of ___ hours per week on this class.**
- a. 3 or less
 - b. 4-6
 - c. 7-9
 - d. more than 9
- 10. The WebCourses or WebCT site was easy to navigate and enhanced my learning experience.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false
- 11. Access problems (server down or very slow) with WebCourses were minimal and did not impact my ability to complete assignments.**
- a. absolutely true
 - b. mostly true
 - c. mostly false
 - d. absolutely false

II. Instruction Evaluation

12. The instructor provided a syllabus.

- a. Yes
- b. No

14. The instructor provided grading information.

- a. Yes
- b. No

15. The instructor provided a course schedule.

- a. Yes
- b. No

16. The instructor was available to assist me outside of class either online or in person.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

17. The instructor was well organized.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

18. The instructor displayed enthusiasm for teaching this class.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

19. The instructor communicated the importance and significance of the subject matter.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

20. The instructor communicated ideas and/or information clearly.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

21. The instructor answered student questions.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

22. On average, I received feedback on the class assignments from the instructor within

Write in four possible lengths of time in the free response area to be used as choices.

23. The instructor created an environment that encouraged students to express their ideas.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

24. The instructor created an environment that encouraged students to ask questions.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

25. Overall, this faculty member was an effective instructor.

- a. absolutely true
- b. mostly true
- c. mostly false
- d. absolutely false

26. What did you like best about the way this faculty member taught this course?

(This would be an open-response item.)

27. What suggestions do you have for this faculty member to improve this course?

(This would be an open-response item.)