

Faculty Assembly Report
February 14, 2020
David J. Weiss, President Elect

Items for discussion:

1. **Faculty Assembly Teaching Evaluation Committee**
 - a. Has met and is developing forms for use in *course observation for merit evaluations*. A STEM form has been developed with EAS, College of Ed, and LAS faculty as a pilot. The professional school groups and LAS groups are working and plan to report back soon.
 - b. FCQ group has met and plans to give faculty a chance to ***provide input on when the FCQs are available to students, when faculty see the results, what results are public information, etc.*** Please see the attached survey and send me feedback by early next week. It should be a Qualtrics questionnaire and available for a week.
2. **Elections of Faculty assembly representatives-** Please see the announcement next week and I hope you're agree to be on the ballot next year. Please email me at dweiss@uccs.edu to let me know that you'll run again.
3. **FA committees-** We're working on filling committee spots, and I'll let you know if we need your specific help. Nominations for representatives will go out Monday.

Teaching Evaluation Task Force Questionnaire

This is your chance to decide when FCQs should be offered, what information should be available to students, when you should get the FCQ results, and what type of information you would like to see go into Digital Reports for your merit review. Please answer this short (2 minute) survey regarding these issues. The faculty assembly will then review responses from campus and make a recommendation to the Provost based on these responses in conjunction with a committee of faculty.

Background to this group of questions: FCQs are required for faculty merit evaluation, and reappointment, promotion and tenure. To be statistically viable, as many students as possible should answer the FCQs. Many students also use the FCQs to determine which professor to take for a course. If faculty do not offer the FCQs during class time, few students may fill out FCQs for on-campus courses, and fewer do so for online courses. This is your opportunity to provide some input into these issues:

1. When should FCQs be available for faculty review?
 - a) The moment they submit their course grades
 - b) 7 days after course grade submission
 - c) Two weeks before the start of the next semester
 - d) Other

2. FCQs for face to face *on-campus* courses should be:
 - a) Depending on class date (considering that there are one week, weekend, or several week long courses), made available to students one week before the course ends. For semester long classes, they would be available during week 15 of the semester only.
 - b) Depending on class date (considering that there are one week, weekend, or several week long courses), made available to students one week before the course ends. For semester long classes, they would open during week 15 and close at the end of final exam week.
 - c) Other

3. FCQs for *online* courses should be:

- a) Depending on class date (considering that there are one week, weekend, or several week long courses), made available to students one week before the course ends. For semester long classes, they would be available during week 14 of the semester only.
- b) Depending on class date (considering that there are one week, weekend, or several week long courses), made available to students one week before the course ends. For semester long classes, they would open during week 14 and close at **the end of** final exam week.
- c) Other

4. FCQs are public since we are a public institution and students typically use them to decide which courses to take. Should the results of FCQs continue to be online and available to students?

- a) Yes
- b) No

5. If the FCQs are online and available for students should they:

- a) Include numerical scores and written comments
- b) Include written student comments only
- c) Include only numerical scores

6. Since they are used in faculty reviews, FCQs are very important. At some institutions faculty can appeal the results of the FCQs, for example to their department chair. This may be important if there is a low response rate, or if student comments are inappropriate or threatening. Should faculty have the option to appeal of use of FCQs in merit reviews at UCCS?

- a) Yes
- b) No

7. In some colleges there are notifications to students prompting them to answer the FCQs. Here are some options that might help encourage students to fill them out. Which do you prefer?

- a) Put a banner on Canvas reminding them to do them
- b) Restrict them from course access in Canvas until they do the FCQ
- c) Send them an email from Canvas reminding them to do the FCQs (from Canvas)
- d) Other

8. In which courses would you like students to NOT receive FCQs (choose all that apply)

- a) Independent study/research courses
- b) Dissertations/ thesis courses
- c) Courses with fewer than 5 students
- d) Courses that are offered only through extended studies

Lesson Observation by _____

Date: _____

Instructor: _____ Class size: _____
 Course: _____ Location: _____
 Lesson: _____ Other: _____

Instructional Approach:

Approach	Yes if observed	Approach	Yes if observed
Lecture		Seminar	
Lecture/Active Learning		Lab	

Other:

Teaching Categories	Specific areas	Observations and Comments
Assessment	Formative Assessment (Questions of students and answers during class period/quiz)	
Inclusive Teaching Practices	Positive and welcoming environment (teaching centered)	
	Classroom community (students interacting)	
	Respectful culture	
Active Learning	Student collaboration and discussion	
	Opportunities for Inquiry	
	Student engagement (Are they on task?)	

Instructional methods and Delivery	Use of technology to support teaching and learning (what professor used and how well)	
	Student use of technology	
	Clearly communicated content	
	Delivery method (chalk talk, discussion, PowerPoint, etc.)	
Classroom mangement	Productivity (is classtime productive)	
	Is the professor prepared with an organized class	
	Group management	
	Clear expectations of students	
	Management of student behavior	

This faculty might consider the following approaches for their course: