

Name of Work Proposal	End of Course Student Survey
Initiator	Julie Engel & Brittany Chozinski
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BACKGROUND	<p>Please provide a brief background including what the problem is and why it is important (250 words or less).</p> <p>A new survey is being used to get student feedback on courses. Faculty have concerns about the length, quality of the questions, timing, and ability to retake the survey. Because the results of the survey will be included in the Faculty 180 evaluation, it is important that the instrument and process be as valuable as possible.</p> <p>What has been done to address this issue?</p> <p>Senates have been collecting concerns from faculty members at each of the colleges. The United Faculty Senates has met with Dr. Christa Emig to discuss concerns. Some of the issues are system and communication issues which she is working to correct. The main issues listed above are still in need of being addressed by a district-wide committee.</p>

1. Charge and Work Products

In 150 words or less:

Develop a set of questions that has been vetted by all colleges and those with expertise in the area of survey creation. Ensure that questions cover all modes of assessment, not just exams.

Make recommendations:

- Date ranges for surveys to be administered and end dates.
- Wording on emails sent to faculty and students.
- How to address evaluation when there are more than one instructor for a class.
- How survey results will be used in the faculty review processes (currently Faculty 180).
- Should responses from those students who dropped after the survey is sent out be included in the results?
- How continued review of the survey process will be handled.
- Any other changes needed to make the survey more effective and efficient.

There are no known costs associated with this proposal.

2. Known Constraints, Criteria, or Design Principles

The only known constraints would be those imposed by the IOTA 360 software.

3. Relevant Strategic Objectives

Which of the Alamo Colleges' Strategic Objectives is served by the work?

- a. Student Success
- b. Principle-Centered Leadership
- c. Performance Excellence

4. Sponsor of the Work¹

Vice Chancellor for Academic Success (or Interim VCAS)

5. Internal Stakeholders or Constituents

Faculty
Students
Administration
HR
IR

6. Preliminary List of Team Members

Faculty members from each of the five colleges (If colleges already have faculty groups working on the topic, ensure representation from those groups.)

Chair

IR representative

Subject matter expert on survey creation

Student

Christa Emig

7. Deadline for Work Product

March 2018 so that any accepted recommendations can be implemented for Fall 2018.

¹ The role of the sponsor is to support the faculty by removing barriers, securing needed resources and providing an administrative lens to the considerations.

² EFC Administrative Members include Chancellor, Vice Chancellor for Academic Success, Associate Vice Chancellor – HR, College President, College Vice President for Academic Success and College Vice President for Student Success.