Faculty Senate Routing Form
(action/proposal attached)

I. Item Title: Extension of CoursEval Window of Opportunity

a) Brief Description:
The Faculty Senate approves the proposed changes to extend the CoursEval timeline by one week in order to assure a more accurate response rate.

b) Initiated by: Faculty Affairs Council

II. Faculty Senate Action: ☑ approved ☐ not approved ☐ other date: 9/1/2010

Comments: The Faculty Senate approved these curriculum changes with a voice vote.

Vote: ☑ Voice Vote, Unanimous ☐ Voice Vote, Majority In Favor
☐ Electronic Clicker: Ayes Nays Abstentions

FS Secretary signature: ___________ date 9/1/2010 ___________

III. Provost: ☐ for information ☑ for action.................. ☐ approved ☐ not approved

Comments: ____________________________________________________________

_____________________________________________________________________

Person responsible for Implementation: Melissi Wargo

Provost signature: ___________ date 9/16/10 ___________

IV. Chancellor: ☐ for information ☑ for action.................. ☐ approved ☐ not approved

Comments: ____________________________________________________________

_____________________________________________________________________

Chancellor signature ___________ date 10-1-10 ___________

Once finalized copies will be returned to the Provost's representative who will scan and distribute electronically to:
Chancellor
Provost
Chair of Faculty Senate
Secretary of the Faculty Senate
Associate Vice Chancellor for Academic Affairs (for catalog and handbook)
Associate Dean of Graduate School (for catalog)
Others (i.e., person responsible for implementation)
Resolution from the Faculty Affairs Council regarding the Extension of the Availability Window for CoursEval

Whereas the Faculty Affairs Council has been charged by the Faculty Senate to oversee student assessment instruments (SAI, CourseEval) and policy regarding these student evaluations.

Whereas the policy regarding SAI availability for courses with fifteen weeks of instruction as defined in the Student Assessment of Instruction at Western Carolina University Procedural Manual states “The SAI period shall begin on the Sunday three weeks before the beginning of finals week and close on the Sunday one week prior to the beginning of finals week, thus SAIs will be open for two weeks”.

Whereas student response rates for the student assessment of instruction may be negatively affected by the presence of a holiday during the two week evaluation time.

Whereas the original CoursEval timelines for fifteen week courses were purposefully specified to prevent SAI availability in the final week of courses.

Be it resolved that the availability of the student assessment instrument (CoursEval) be expanded to start one week earlier than the current policy dictates.