Faculty Senate Routing Form
(action/proposal attached)

I. Item Title: Resolution on SAI Response Rate

a) Brief Description:
In Spring 2010 a task force was created by the Senate and assigned to develop proposals
designed to increase the response rate on the SAI instrument. This task force developed a set of
three procedural changes with the recommendation that they be implemented on a trial basis, Fall
2010 and Spring 2011, after which data will be analyzed thoroughly with results reported to the
Senate. The proposals are:
1. Final grades will not be posted to transcripts (and thus visible in MyCat) until noon on
   Monday following final exam week, two hours after the grading deadline. However,
   individual students who have completed CoursEval in specific courses will receive an auto-
   email to their Catamount email account with the final grade in that specific course.
2. “Countdown” reminders will be sent to all students via Catamount email, MyCat
   announcement, and Blackboard announcement with 2 days to go, 24 hours to go, and 3 hours
   to go, reminding them of the early grade notification for SAI completers.
3. The CoursEval window will be offset to span the last full week of classes, remaining open
   until midnight Sunday night before the start of final exams.

b) Initiated by: Faculty Affairs Council

II. Faculty Senate Action: ☑ approved ☐ not approved ☐ other date: 11/4/2010

Comments: The Faculty Senate approved this resolution with a hand vote:

Vote: Voice Vote, ☑ Unanimous ☐ Hand Vote, Majority In Favor
☐ Electronic Clieker: 20 Ayes 2 Nays 0 Abstentions

FS Secretary signature: [Signature] date 11/24/2010

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

Comments:

Person responsible for Implementation: Melissa Wargo
Provost signature: [Signature] date 12/14/10

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

Comments:
Chancellor signature: [Signature]
Date: 2-2-11

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 on SAI Response Rate  
(Passed FAC 10/8/2010)

In Spring 2010 a task force was created by the Senate and assigned to develop proposals designed to increase the response rate on the SAI instrument. This task force gathered data from faculty groups as well as student focus groups, discussed numerous ideas, had feasibility discussions with the Registrar and the Planning Office, and developed a set of three procedural changes with the recommendation that they be implemented on a trial basis, Fall 2010 and Spring 2011, after which data will be analyzed thoroughly with results reported to the Senate. The proposals are:

1. Final grades will not be posted to transcripts (and thus visible in MyCat) until noon on Monday following final exam week, two hours after the grading deadline. However, individual students who have completed CoursEval in specific courses will receive an auto-email to their Catamount email account with the final grade in that specific course.

2. “Countdown” reminders will be sent to all students via Catamount email, MyCat announcement, and Blackboard announcement with 2 days to go, 24 hours to go, and 3 hours to go, reminding them of the early grade notification for SAI completers.

3. The CoursEval window will be offset to span the last full week of classes, remaining open until midnight Sunday night before the start of final exams.

We anticipate that this package of adjustments as a group will push response rates to a level approaching the 75% achieved by traditional in-class pencil-and-paper approaches.