

Faculty Senate Routing Form
(action/proposal attached)

I. Item Title: Course Feedback Survey Task Force

a) Brief Description: Creating a Task Force of persons with expertise to propose a survey instrument to replace the SAI and assist in gathering feedback from the university.

b) Initiated by: Faculty Affairs Council

II. Faculty Senate Action: approved not approved other date: 9/22/2021

Comments: _____

Vote: Voice Vote, Unanimous Voice Vote, Majority In Favor
 Electronic Clicker: 29Ayes 0Nays 0Abstentions

FS Secretary signature: Evin McAlister date 9/27/21

III. Provost: for information Recognition of Receipt
 for action..... approved not approved

Comments: _____

Person responsible for Implementation: _____

Provost signature: [Signature] date 9/28/21

IV. Chancellor: for information Recognition of Receipt
 for action..... approved not approved

Comments: _____

Chancellor signature [Signature] date 9/29/2021

Once finalized copies will be returned to the Provost Office'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)

Course Feedback Survey Task Force

WHEREAS, as required by UNC System Policy 400.3.1.1[G] and the WCU Faculty Handbook, a student feedback survey must be deployed in each course section each semester,

WHEREAS the 2018-19 "Student Assessment Instrument (SAI) Task Force" recommended revising the semesterly survey as part of broader changes to practices of student feedback data collection and use at WCU,

WHEREAS the 2019-20 Faculty Senate approved in concept a multifaceted system for student feedback data collection and use as proposed by the Faculty Affairs Council (FAC) in consultation with the Coulter Faculty Commons (CFC),

WHEREAS the 2021-22 FAC is charged with taking prior work on this system and finalizing recommendations to the Senate,

WHEREAS one survey completed at one point in the semester cannot characterize a student's full experience in the course and does not fully capture their perception of learning in the course, best practices for such surveys are suggested in peer-reviewed literature and by the expertise and experience of some faculty and staff at WCU,

WHEREAS the FAC membership represents all WCU academic divisions but does not collectively possess such expertise,

The FAC proposes formation of a Course Feedback Survey Task Force to recommend a survey instrument to replace the "SAI".

Timeline: There are extensive relevant results from recent years' working groups. Therefore,

- the Task Force will present a survey and supporting rationale to the FAC by 10 December 2021
- members of the Task Force will assist the FAC in meeting with departments and collecting feedback in January-February 2022
- with the FAC, the Task Force will present the final survey recommendation and rationale to the Faculty Senate for a vote in March 2022

Membership: Six members, at least five faculty, nominated to and appointed by the Faculty Chair.

- Two members will be current FAC members.
- The fifth member preferably will be from the CFC staff, given their expertise in relevant research and experience working with faculty collecting and using student feedback.
- The FAC Chair will serve as an ex officio member.