

Faculty Senate Routing Form
(action/proposal attached)

I. Item Title: Approval of Provisional SCS Procedural Manual

a) Brief Description: The Faculty Senate voted in March 2022 to replace the previous Student Assessment of Instruction (SAI) instrument with the Student Course Survey (SCS) and the Office of Institutional Planning and Effectiveness (OIPE) needed the SAI Procedural Manual to be updated prior to sending out emails about the SCS to students in eight-week courses in early October. The FAC made necessary updates to create a provisional procedural manual for which approval is sought. The FAC will continue to revise the procedural manual as well as APR 14 this semester.

b) Initiated by: Faculty Affairs Council

II. Faculty Senate Action: ☒ approved ☐ not approved ☐ other date: 09/29/2022

Comments: _____

Vote: ☐ Voice Vote, Unanimous ☐ Voice Vote, Majority In Favor
☒ Hand Vote: 27Ayes 0Nays 0Abstentions

FS Secretary signature: Erin K. McElroy date 10/05/2022

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

Comments: Dr. Tim Metz

Person responsible for Implementation: Dr. Tim Metz DR BROWN Schwalb

Provost signature: [Signature] date 10/06/22

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

Comments: _____

Chancellor signature: Kelli R. B... date 10/10/2022

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)



Whereas the UNC Policy 400.3.1.1[G] and Faculty Handbook (Sections 4.5.B and F) state that student evaluations are required as part of the collegial review process; and

Whereas the Faculty is responsible for the development, execution and continuous improvement of the curriculum; and

Whereas the Faculty is responsible for the collegial review process; and

Whereas the Faculty Senate has adopted a new Student Course Survey instrument to replace the use of the Student Assessment of Instruction; and

Whereas the Faculty Affairs Council (FAC) is charged with providing the Office of Institutional Planning and Effectiveness policy and procedures for administration of course evaluations across the university

Be it resolved that the Faculty Affairs Council recommends:

The use of the attached provisional version of the Student Course Survey Procedural Manual for the Fall 2022 evaluation cycle, including the fall mini-mester and fall end of semester course surveys until a finalized APR-14 (Guidelines and Procedures for Administration and Oversight of Student Course Surveys) and Student Course Survey Procedural Manual can be updated.

(27 Yes; 0 No; 0 Abstain)