



Minutes of the Faculty Senate Assessment Committee Meeting

When:	September 29, 2023
Where:	Western Hemisphere Trade Center Trading Room (#106, Known as “Glass Bowl”)
Time:	2:00 p.m. to 3:30 p.m.
Present:	Li Brooks, Diana Linn, and Timonthy Rubel
Guest:	None

1. Discuss how to increase the response rate of student course evaluation.

The committee first reviewed the response rate of student course evaluations for the regular semesters in the university level over the last five years in Figure 1 (see Appendix A). The response rate did drop from 63% in Spring 2018 to 48% in Spring 2023. Then, the committee reviewed a more detailed summary of the response rate of student course evaluations by college and department from Spring 2022 to Spring 2023 in Table 1 (see Appendix B). It was noted that the response rates from Sub-Term I, Sub-Term II, and Winter Semester were relatively lower than those of the regular semesters due to the nature of online classes (such as AP courses).

The committee discussed about ways to increase the response rate as follows:

- 1) Teachers could take a screenshot of the student course evaluation on the response rate and the date the survey results will be released and make announcements to students every two days during the student course evaluation window. In this way, students would have no concerns that their grades would be affected the bad comments to their teachers.
- 2) The student course evaluation window could be extended from one week to two weeks.
- 3) Faculty should give students time to do the course evaluation during the class period.
- 4) Senators could advocate faculty to offer students time to complete course evaluation in their departments’ monthly meetings.

The committee also reviewed the current TAMIU course evaluation instrument (see Appendix C). The results of the first four questions were used as a benchmark to assess faculty’s teaching performance across the University. Senator Linn questioned the values of questions 5-7 because these questions seemed to be too judgmental. Further discussions would be needed in Faculty Senate on whether some questions should be revised. The committee would be glad to collaborate with the Academic Oversight Committee regarding student course evaluation issues if needed.

2. Examine possible evaluation mechanisms without student evaluation.

The committee expressed ideas on the alternative mechanisms below:

- 1) Faculty could conduct peer-to-peer review.
- 2) The Chair of the department could come to the classroom.
- 3) Teaching portfolio, professional development, and QM training could also be used.

3. Evaluate the necessity of faculty senate mid-term and end of year informal assessment.

The committee decided that a mid-term informal assessment was unnecessary since a formal assessment was just completed last semester (see Appendix D for the assessment instrument). The committee unanimously voted for an end of year informal assessment to be conducted in April 2024 and the results to be presented in the Faculty Senate Monthly Meeting in May 2024.

4. Meeting time for future assessment committee meeting.

The committee agreed to meet from 2:00 p.m. to 2:30 p.m. on the last Friday of each month if needed.

Minutes was prepared and submitted by: Li Brooks