1 Minutes 5/21/71 2 3 AS-71-24 4 5 POLICY STATEMENT APPROVED 6 7 STUDENT EVALUATION OF FACULTY 8 9 Each semester every course taught and each faculty member shall be evaluated by means 10 of an evaluation form completed by the students in his class(es). This evaluation form shall include a standardized college-wide questionnaire which shall deal with course 11 characteristics, instructor characteristics, and teaching procedures, and an optional 12 13 departmental questionnaire which supplements the college-wide questionnaire and deals 14 with course characteristics, instructor characteristics, and teaching procedures which are 15 considered unique to that department and which may delineate further certain aspects of the college-wide questionnaire. The Academic Senate shall appoint an ad hoc committee of 16 seven, consisting of students and faculty (composed, in part, of persons who possess 17 18 experience and expertise in administrative procedures and the development of evaluation 19 instruments) to develop for future Senate consideration: 20 21 A. The college-wide questionnaire (s): 22 23 B. The recommended procedures for administering the questionnaire (s); 24 C. The recommended procedures for tabulating and summarizing the questionnaire(s) 25 26 results; and 27 28 D. The recommended procedures for the utilization of the results, with due regard to 29 existing policy on derogatory information as stated in Sections 6,200 and 6,300, Personnel 30 Policies, and Sections 7.104, 7,110, and 7.111, RTA&P Document, contained in the Faculty 31 Handbook. 32 33 Approved by the Academic Senate 4/16/71. 34 Approved by the President of the College 5/13/71. 35 36