

Date: October 2024

To: Melinda Smith
Chair, Faculty Council

From: Lumina Albert
Chair, Committee on Teaching and Learning

Subject: **Faculty Manual Section I.8 Student Course Survey**

The Committee on Teaching and Learning submits the following:

MOVED, THAT SECTION I.8 OF THE ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

I.8 Student Course Survey

The Student Course Survey is designed to provide formative feedback to course instructors and is to be used for course improvement. ~~In addition, it is designed to provide information for students to make informed choices about courses.~~

Each term, course instructors shall conduct at least one student survey of all the courses they teach through a system administered by the University utilizing the standardized University-wide instrument. The use of any of the optional modules of additional questions or custom questions in addition to the core/common university wide instrument is at the discretion of the instructor. ~~Summaries of quantitative responses (in the form of frequency distributions) for each course surveyed shall be posted at <http://coursesurvey.colostate.edu>. Access to the summaries shall be granted to anyone with a CSU eID.~~

Access to digital copies of the survey report, which includes student comments, shall be granted only to the course instructor(s) and to individuals explicitly granted access by the instructor(s) or as specified by the department code. In situations where other persons are granted access to the report by the department code, the report should be used only in the context of a comprehensive assessment, by which faculty are provided an opportunity to reflect upon student feedback and include additional evidence of teaching effectiveness (see section E.12.1). ~~Costs for conducting and providing access to survey results should be shared by the University and the Associated Students of Colorado State University (ASCSU). ASCSU's financial contribution shall not exceed half of the required financial resources to operate this program.~~

Rationale

This change is being proposed because making course survey results publicly available is not currently possible with the SmartEvals platform.