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## CWU Evaluation and Assessment Committee Minutes - 02/12/16

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**Evaluation and Assessment Committee  
February 12, 2016  
Minutes**

Present: James Bisgard, Deepak Iyengar, Nicole Stendell-Hollis

Absent: John Hudelson

Guest(s): Tom Henderson

Meeting was called to order at 1:09 p.m.

James moved to approve the January 29, 2016 minutes. Deepak seconded and minutes were approved.

Tom Henderson – Tom went over the response rates for SEOIs. The SURC publicity office has done the SEOI videos that are on YouTube. Tom indicated that SURC publicity will not be doing a video for winter quarter on SEOIs. ITAM and Psychology have large response rates. Tom suggested contacting chairs of ITAM and Psychology about what they are doing with SEOIs. Tom will try and provide Form A aggregate information. Deepak asked if nothing is changing with ratings, is this an exercise in futility? Tom has looked at college wide averages and not at specific faculty. Tom indicated the differences between the four colleges are very small. The committee asked Tom if he could provide this information sometime mid-spring quarter. Start winter 2013 since that is when faculty could no longer see a list of students. Questions: What is difference in response rates between 100 vs 400 courses? Does mandatory attendance make a difference? Are there faculty who have improved their response rates? What are they doing?

Tom asked about who should approve SEOI advertising? There probably won't be advertising for winter quarter. The emails that have been done for years should still be okay. The posters while great marketing were in appropriate for the SEOIs fall quarter. Tom will send the draft to Executive Committee and the Evaluation & Assessment the draft publicity. Tom indicated his feelings that students need to have incentive to fill out SEOIs. Some institutions provide extra credit or release grades earlier. What other incentives could be provided to students? James will email Hauke what incentives the students would like to see or they think would work.

Deepak talked about a study regarding female vs male faculty. The study discussed that female receive lower SEOIs than male faculty.

Tom the renewal for the EvalKit license will be in April. It will be a one year renewal. If we were to switch back to paper it would take approximately a year.

The committee asked Tom if there are companies out there where it wouldn't require additional funds to add on questions. Tom indicated that if we change the questions on the SEOIs it requires EvalKit to change the short report and that is what costs money. The long report is changed for free. If questions are changed or added in the first two question banks, those can't be changed because they won't show up in the short report. The third question bank questions could be added for free.

Tom will provide:-The Form A for by department for Fall 2014 through Fall 2015.

- The data set by course section or course ID from Spring 2012 - Fall 2015 and response rates in each of the columns by quarter. Tom will check with Registrar on what they have available. Check with IRB to get permission to work with this data. Data from Form A & W. Tom will send the column headings before doing the spreadsheet.
  - Tom will ask faculty with high response rates if the committee may contact them. List of 10 faculty. Probably from ITAM and Psychology.
- Tom will let committee know when faculty engagement survey will be going out.

Janet will send the names of the committee members for Tom to look at their information.

Committee will check with students about what incentives might work. They will check with Executive Committee about who should approve advertising.

The next meeting is February 26th.

Meeting was adjourned at 2:47 p.m.