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7
8 **POLICY RECOMMENDATION**
9 **Adopting New SOTE and SOLATE Instruments**

10
11
12 Resolved: That the attached documents following be adopted as the text for revised
13 Student Opinion of Teaching Effectiveness (SOTE) and Student Opinion of
14 Laboratory Teaching Effectiveness (SOLATE) questionnaires; be it further

15
16 Resolved: That this become effective for the administration of Fall 2016 SOTEs and
17 SOLATEs.

18
19 Rationale: F12-6, Evaluation in Effectiveness in Teaching for all Faculty, states:

20
21 SERB shall prepare the specific questions and survey instrument to
22 be used to measure student opinions of teaching effectiveness. It
23 shall decide the scale, format, and layout of the instrument, and
24 determine the information that is provided in the reports generated
25 by the surveys. The instrument shall be approved by the Senate
26 upon recommendation of SERB and the Professional Standards
27 Committee, and may only be amended by SERB.

28
29 SERB has worked diligently over the course of two years to amend the existing SOTE
30 and SOLATE survey instrument. The last time the instruments were changed was in
31 2004.

32
33 A draft was prepared too late last year (AY 2014-15) to be reviewed by the Senate, and
34 Professional Standards reviewed a draft on August 31 provided by SERB. Professional
35 Standards provided advice which resulted in some additional changes over the course of
36 the year and the receipt of this draft in April.

37
38 SERB is a board specifically appointed for expertise on survey research and contains the
39 AVP for IEA as an advisor. Professional Standards and the Senate may accept or reject
40 the survey instruments provided by SERB, but may not amend the text of the survey
41 instrument they have provided.

42
43 One major change is the addition of the free-response section to the SOLATE instrument.
44 Giving students the opportunity to go beyond the numerical ratings and write a free
45 response is required by our policy but has inexplicably only been part of the SOTE
46 instrument and not the SOLATE instrument. This will bring our laboratory evaluations into
47 conformity with policy and allow students in lab courses the same opportunity to respond
48 as students in other courses.

49
50 SERB added an informational question about how many hours students devote to course-
51 related activities. The Chair of SERB indicated that this was intended " to facilitate
52 evaluation of course workload relative to Carnegie units (Question 18 on the SOTE;

53 Question 14 on the SOLATE)" and that it "was added after discussions with department
54 chairs and curriculum committees tasked with the duty of evaluating course
55 workload." Members of the Professional Standards Committee are of mixed opinions
56 about this rationale for a question on hours of student work.
57

58 Questions 14 and up on the SOTE and 10 and higher on the SOLATE are informational
59 items and are not "normed" and compared between departments.
60

61 Approved: April 18, 2016

62 Vote: 8-0-0

63 Present: Peter, Green, White, Lee, Virick, Kauppila, Sandoval-Rios,
64 Hamedi-Hagh

65 Absent: Riley

66 Financial Impact: No changes over the previous policy.

67 Workload Impact: Institutional Effectiveness and Analytics (IEA) will need to update the
68 online questionnaires.

69 Student Opinion of Teaching Effectiveness (SOTE) Revision (SERB, final, March 2016)

70

71 This instrument is designed to be a professional evaluation of your instructor's teaching
72 performance. It is NOT designed to measure your reaction to the subject, the facilities
73 (such as the physical conditions of the classroom), or your instructor's physical
74 appearance. Your individual ratings will be anonymous and a summary of items 1-20 will
75 be available to your instructor after grades are turned in. This summary may enhance
76 your instructor's teaching. It will also be used in the evaluation of your instructor for
77 personnel matters such as retention, tenure and promotion. **If the question does not
78 apply to your course, please select "not applicable/no opportunity to observe".**

79 The instructor:

80 1. Demonstrated relevance of the course content:

81 5. Strongly Agree

82 4. Agree

83 3. Neutral

84 2. Disagree

85 1. Strongly Disagree

86 Not applicable/no opportunity to observe

87

88 2. Used assignments that enhanced learning:

89 5. Strongly Agree

90 4. Agree

91 3. Neutral

92 2. Disagree

93 1. Strongly Disagree

94 Not applicable/no opportunity to observe

95

96 3. Summarized/emphasized important points:

97 5. Strongly Agree

98 4. Agree

99 3. Neutral

100 2. Disagree

101 1. Strongly Disagree

102 Not applicable/no opportunity to observe

103

104 4. Was responsive to questions and comments from students:

105 5. Strongly Agree

106 4. Agree

107 3. Neutral

108 2. Disagree

109 1. Strongly Disagree

110 Not applicable/no opportunity to observe

111

112 5. Established an atmosphere that facilitated learning:

113 5. Strongly Agree

114 4. Agree

115 3. Neutral

116 2. Disagree

117 1. Strongly Disagree

- 118 Not applicable/no opportunity to observe
119
- 120 6. Was approachable for assistance:
121 5. Strongly Agree
122 4. Agree
123 3. Neutral
124 2. Disagree
125 1. Strongly Disagree
126 Not applicable/no opportunity to observe
127
- 128 7. Was respectful of the diversity of students in this class:
129 5. Strongly Agree
130 4. Agree
131 3. Neutral
132 2. Disagree
133 1. Strongly Disagree
134 Not applicable/no opportunity to observe
135
- 136 8. Showed strong interest in teaching this class:
137 5. Strongly Agree
138 4. Agree
139 3. Neutral
140 2. Disagree
141 1. Strongly Disagree
142 Not applicable/no opportunity to observe
143
- 144 9. Used teaching methods that helped students learn important concepts:
145 5. Strongly Agree
146 4. Agree
147 3. Neutral
148 2. Disagree
149 1. Strongly Disagree
150 Not applicable/no opportunity to observe
151
- 152 10. Used grading criteria that were clear:
153 5. Strongly Agree
154 4. Agree
155 3. Neutral
156 2. Disagree
157 1. Strongly Disagree
158 Not applicable/no opportunity to observe
159
- 160 11. Helped students analyze complex/abstract ideas:
161 5. Strongly Agree
162 4. Agree
163 3. Neutral
164 2. Disagree
165 1. Strongly Disagree
166 Not applicable/no opportunity to observe
167

168 12. Provided meaningful feedback about student work:
169 5. Strongly Agree
170 4. Agree
171 3. Neutral
172 2. Disagree
173 1. Strongly Disagree
174 Not applicable/no opportunity to observe
175

176 13. Overall, this instructor's teaching was effective:
177 5. Strongly Agree
178 4. Agree
179 3. Neutral
180 2. Disagree
181 1. Strongly Disagree
182 Not applicable/no opportunity to observe
183

184 Please answer the following informational items:
185

186 14. How would you describe your efforts in this course?
187 Extraordinary
188 High
189 Average
190 Low
191 Minimal
192

193
194 15. How often did you attend class?
195 Almost always
196 Often
197 Occasionally
198 Seldom
199 Almost never
200

201 16. What is your current estimate of your expected overall grade in this course?
202 A
203 B
204 C
205 D or F
206 Other (Credit/No Credit, Incomplete, etc.)
207

208 17. You are a:
209 Freshman
210 Sophomore
211 Junior
212 Senior
213 Graduate Student
214 Credential Only
215 Other (e.g. Open University)
216

217 18. During a typical week in this course, how many hours did you spend outside of class

218 on course-related activities (such as reading, completing assignments, studying, service
219 learning, field work, group work, etc.)?
220

221 (NOTE: This will be programmed to be answered as a number field, and the course units
222 will be added to the report, allowing users to easily divide the answer by the actual course
223 units to generate Carnegie Units.
224

225 19. Did any other student attempt to influence your answers on this survey?

226 Yes

227 No

228
229 20. Did your instructor attempt to influence your answers on this survey?

230 Yes

231 No

232
233 Free-Response Questions:

234
235 What do you think are the strengths of this instructor's teaching?

236
237 What suggestions, if any, do you have to further improve the instructor's teaching?

238 If you like, please use this space to elaborate on your responses to the multiple choice
239 questions above.
240

241 Student Opinion of Laboratory and Activity Teaching Effectiveness (SOLATE) Revision
242 (SERB, final, March 2016)

243

244 This instrument is designed to be a professional evaluation of your instructor's teaching
245 performance. It is NOT designed to measure your reaction to the subject, the facilities
246 (such as the physical conditions of the classroom), or your instructor's physical
247 appearance. Your individual ratings will be anonymous and a summary of items 1-15 will
248 be available to your instructor after grades are turned in. This summary may enhance
249 your instructor's teaching. It will also be used in the evaluation of your instructor for
250 personnel matters such as retention, tenure and promotion. **If the question does not**
251 **apply to your course, please select "not applicable/no opportunity to observe".**

252 The lab or activity instructor:

253

254 1: made course requirements clear.

255 5. Strongly Agree

256 4. Agree

257 3. Neutral

258 2. Disagree

259 1. Strongly Disagree

260 Not applicable/no opportunity to observe

261

262 2: used grading criteria that were clear.

263 5. Strongly Agree

264 4. Agree

265 3. Neutral

266 2. Disagree

267 1. Strongly Disagree

268 Not applicable/no opportunity to observe

269

270 3: was well prepared for class or activity.

271 5. Strongly Agree

272 4. Agree

273 3. Neutral

274 2. Disagree

275 1. Strongly Disagree

276 Not applicable/no opportunity to observe

277

278 4: showed concern for student success in the course, and was accessible and responsive
279 to students

280 5. Strongly Agree

281 4. Agree

282 3. Neutral

283 2. Disagree

284 1. Strongly Disagree

285 Not applicable/no opportunity to observe

286

287 5: made the class environment safe for students, including demonstration of the proper
288 use of any equipment and techniques.

289 5. Strongly Agree

290 4. Agree
291 3. Neutral
292 2. Disagree
293 1. Strongly Disagree
294 Not applicable/no opportunity to observe
295
296 6: helped me integrate the lecture concepts with the class/activity.
297 5. Strongly Agree
298 4. Agree
299 3. Neutral
300 2. Disagree
301 1. Strongly Disagree
302 Not applicable/no opportunity to observe
303
304 7: increased my understanding of the subject.
305 5. Strongly Agree
306 4. Agree
307 3. Neutral
308 2. Disagree
309 1. Strongly Disagree
310 Not applicable/no opportunity to observe
311
312 8: stimulated my interest in the subject.
313 5. Strongly Agree
314 4. Agree
315 3. Neutral
316 2. Disagree
317 1. Strongly Disagree
318 Not applicable/no opportunity to observe
319
320 9: Overall, this instructor's teaching was effective.
321 5. Strongly Agree
322 4. Agree
323 3. Neutral
324 2. Disagree
325 1. Strongly Disagree
326 Not applicable/no opportunity to observe
327
328 Please answer the following informational items:
329
330 10. How often did you attend class?
331 Almost always
332 Often
333 Occasionally
334 Seldom
335 Almost never
336
337 11. What is your current estimate of your expected overall grade in this course?
338 A
339 B

340 C
341 D or F
342 Other (Credit/No Credit, Incomplete, etc.)

343
344 12. You are a:
345 Freshman
346 Sophomore
347 Junior
348 Senior
349 Graduate Student
350 Credential Only
351 Other (e.g. Open University)

352
353 13: During a typical week in this course, how many hours did you spend outside of class
354 on course-related activities (such as reading, completing assignments, studying, service
355 learning, field work, group work, etc.)?

356
357 (NOTE: This will be programmed to be answered as a number field, and the course units
358 will be added to the report, allowing users to easily divide the answer by the actual course
359 units to generate Carnegie Units.

360
361
362
363 14. Did any other student attempt to influence your answers on this survey?

364 Yes
365 No

366
367 15. Did your instructor attempt to influence your answers on this survey?

368 Yes
369 No

370
371 Free-Response Questions:

372
373 What do you think are the strengths of this instructor's teaching?

374
375 What suggestions, if any, do you have to further improve the instructor's teaching?

376 If you like, please use this space to elaborate on your responses to the multiple choice
377 questions above.

378