

Dalton State College Faculty Senate

November 14, 2012

Agenda

Call to Order

Approval of October Minutes

Kent Harrelson

Unfinished Business

Hassan El Najjar

New Business

Carol Gavagan- Evaluations

Rochelle Bautista

Jodi Johnson- Bylaws

Adjourn

Next Meeting December 12, 2012



Faculty Senate Minutes 11.14.12

Members Present: Dr. Sandra Stone, Roschelle Bautista, Sharon Beavers, Joey Cagle, Robert Clay, Robert Culp, Richard Collison, Emma Cooley, Mary Edwards, Hassan Elnajjar, Kent Harrelson, Leslie Harrelson, Matthew Hipps, Celeste Humphrey, April Kay, Jonathan Lampley, Sarah Mergel, Sunny Park, Keith Perry, Vince Postell, Ryan Reece, Kelson Smith, Natalie Trice, Dana Trowell Gail Ward, Cathy Hunsicker, Matt Chenoweth, Mike Hilgemann, DK Kim, Barbara Jones, Sean Weitz, Robin Cleeland, Fernando Garcia

Member Absent: Lisa Hunt, Herbert Blankson

Member in Proxy: Shelia Coley for Lisa Hunt

Guests: Carol Gavagan, Dr. Andy Meyer

The meeting was called to order by Vince Postell upon verification that a quorum was present.

Unfinished Business

1. Approval of October minutes
2. Kent Harrelson--Described Robert's Rules of Order to ensure that the "most is accomplished in the shortest amount of time." Handout provided for clarification. Specifically spoke on limits on speaking on a specific motion.
3. Hassan El-Najjar--discussed previously tabled motions
 - A) Moved that instructors once again be allowed to drop students from their class. Conclusion: Move to table the motion pending Dr. Stone researching this issue.
 - B) Moved that the WDF rates not be used for evaluation of the academic work of the faculty members at DSC. Dr. Stone spoke stating that the WDF rates are merely pieces of data to address student retention and not intended to be used in a punitive way. Several faculty members discussed the fact that their schools are required to include a goal to decrease their WDF rates by a percentage on their yearly goals. Dr. Stone will address this issue with the deans/division chairs to clarify her intentions regarding WDF rates. Conclusion: Motion approved



Faculty Senate Minutes 11.14.12

New Business

1. Carol Gavagan--Several sets of questions were presented which are to be used in the pilot online course evaluations scheduled for spring semester. These questions will now include 3 sections: student self-evaluation, course evaluation, and instructor evaluation. This will hopefully cut down on students giving poor scores to instructors for issues they have with the course itself rather than the instructor. Several faculty members expressed concern that they had not had adequate time to review the questions before voting on them. Conclusion: Moved to vote by email to Vince Postell by Friday, 11-16-12.

2. Rochelle Bautista--Several faculty members (not members of the senate) have approached her with concerns that course evaluation results were being used unfairly resulting in denial of tenure & promotion.

A) Motion was made that the Faculty Evaluation Subcommittee release its minutes via email so that faculty could be better informed of decisions made there. Conclusion: motion passed.

B) Clarification was made by members of the Faculty Evaluation committee that these concerned faculty members should address these issues with this committee as this is their responsibility. Dr. Stone recommended that these faculty be informed that the Faculty Evaluation Committee is revamping the evaluation process and if they have specific concerns, these should be addressed to the committee.

3. Jami Hall--Motion was made that the student member on the Academic Programs Committee be given voting rights. Discussion followed concerning faculty reluctance to have students voting concerning courses in which they may be involved. Conclusion: motion passed (vote for 16; vote opposed 8). This will be presented to the entire faculty at the December faculty meeting for their vote.

4. Motion made to have the next called senate meeting December 5 at 3:30 pm rather than December 12 so that any further decisions can be made before the scheduled faculty meeting and presented there. Conclusion: motion passed

Meeting adjourned.

Faculty Senate Minutes 11.14.12



Dated: 11/8/12

DALTON STATE
STUDENT EVALUATION FORM
Hybrid Course

Statement of Purpose:

To maintain a high quality of learning effectiveness, Dalton State employs a system of evaluations which includes student input. Your participation in this process is of vital importance. Completing this form will give you an opportunity to reflect on your participation, as well as the structure of the course and effectiveness of the instructor. This information will be used to provide feedback to your instructor so that we can continue to provide the best educational experiences possible.

Instructions:

For each of the following question, choose your response by marking the appropriate answer on the form. Reflect on each question and answer honestly.

STUDENT SELF-EVALUATION SECTION

1. Prior to enrolling in this course my level of interest in the subject matter was:
 - a. Very high
 - b. High
 - c. Moderate
 - d. Low
 - e. Non-existent

2. Because of my experiences in this course, my interest in this subject matter is:
 - a. Very high
 - b. High
 - c. Moderate
 - d. Low
 - e. Very Low

3. I attended schedule class meetings.
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

4. I came to scheduled class meetings prepared (i.e. having completed all readings and other assignments).
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

5. I completed all course assignments on time, as indicated in the syllabus or course outline.
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

Dated: 11/8/12

6. What grade do you expect to receive in this course?
- a. A
 - b. B
 - c. C
 - d. D
 - e. F
 - g. I do not know
7. I logged into my computer for the purpose of working on this course:
- a. Daily
 - b. At least every other day
 - c. At least 2 times a week
 - d. At least once a week
 - e. Less than once a week
8. My home computer had an adequate internet connection/speed for accessing the materials and assignments associated with this course.
- a. Almost always
 - b. Most of the time
 - c. Sometimes
 - d. Seldom
 - e. Almost Never
9. My computer skills were adequate to meet the requirements of this course.
- a. Almost always
 - b. Most of the time
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

COURSE EVALUATION SECTION

10. Course content is at a level that I understand.
- a. Almost always
 - b. Most of the time
 - c. Sometimes
 - d. Seldom
 - e. Almost Never
11. Online assignments and associated in-class activities help me to understand the course content.
- a. Almost always
 - b. Most of the time
 - c. Sometimes
 - d. Seldom
 - e. Almost Never
12. The activities and assignments were closely aligned with the course goals and objectives.
- a. Almost always
 - b. Most of the time
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

Dated: 11/8/12

13. My understanding of the subject matter has increased as a result of this course.

- | | |
|------------------|----------------|
| a. Greatly | d. Very little |
| b. Significantly | e. None at all |
| c. Moderately | |

14. The syllabus and/or course outline is useful in guiding me through the course.

- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

15. I found this course to be a valuable learning experience.

- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

INSTRUCTOR EVALUATION SECTION

16. The instructor is well-prepared and organized.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

17. The instructor responds to communications within a reasonable period of time (as set forth in the course outline/syllabus).

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

18. The instructor provides the opportunity for and answers questions during class meetings.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

19. The instructor is willing to help students with problems associated with this course.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

20. The instructor grades assignments and tests in a timely manner (as indicated in the course syllabus/outline).

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

Dated: 11/8/12

21. The instructor creates a supportive learning environment.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

22. The instructor is courteous and respectful to students.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

COMMENTS SECTION

1. What aspects of this course contributed most to your learning experience? Please be specific as possible.
2. In your opinion, what changes could be made to this course that would improve your learning experience.
3. What positive things did your instructor do that helped your learning experience?
4. What changes could the instructor make that would have improved your learning experience?
5. Use this space to provide any additional comments you have about the course itself.

Dated: 11/8/12

DALTON STATE
STUDENT EVALUATION FORM
ONLINE Course

Statement of Purpose:

To maintain a high quality of learning effectiveness, Dalton State employs a system of evaluations which includes student input. Your participation in this process is of vital importance. Completing this form will give you an opportunity to reflect on your participation, as well as the structure of the course and effectiveness of the instructor. This information will be used to provide feedback to your instructor and campus administrators so that we can continue to provide the best educational experiences possible.

Instructions:

For each of the following question, choose your response and mark the appropriate column on the form. Reflect on each question and answer honestly.

STUDENT SELF-EVALUATION SECTION

1. Prior to enrolling in this course my level of interest in the subject matter was:
 - a. Very high
 - b. High
 - c. Moderate
 - d. Low
 - e. Non-existent

2. Because of my experiences in this course, my interest in this subject matter is:
 - a. Very high
 - b. High
 - c. Moderate
 - d. Low
 - e. Very Low

3. I completed all course requirements on time, as indicated in the syllabus or course outline.
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

4. What grade do you expect to receive in this course?
 - a. A
 - b. B
 - c. C
 - d. D
 - e. F
 - g. I do not know

Dated: 11/8/12

5. I logged into my computer for the purpose of working on this course:
- | | |
|-----------------------------|--------------------------|
| a. Daily | d. At least once a week |
| b. At least every other day | e. Less than once a week |
| c. At least 2 times a week | |
6. My home computer had an adequate internet connection/speed for accessing the materials and assignments associated with this course.
- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |
7. My computer skills were adequate to meet the requirements of this course.
- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |
8. Which of the following opportunities did you take advantage of to improve the quality of your work and learning in this course. Please mark all that apply.
1. Tutors
2. Learning Labs and/or online resources
3. Classmates and/or study groups
4. Communicated with my instructor
5. Other

COURSE EVALUATION SECTION

9. Course content is at a level that I understand.
- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |
10. The activities and assignments are closely aligned with the course goals and objective.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
11. The course objectives are clearly stated in the course syllabi.
- | | |
|-------------------|---------------------------------|
| a. Strongly Agree | d. Disagree |
| b. Agree | e. Strongly Disagree |
| c. Neutral | f. I do not know/not applicable |

Dated: 11/8/12

12. My understanding of the subject matter has increased as a result of this course.
- | | |
|------------------|----------------|
| a. Greatly | d. Very little |
| b. Significantly | e. None at all |
| c. Moderately | |

13. The syllabus and/or course outline is useful in guiding me through the course.
- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

14. I found this course to be a valuable learning experience.
- | | |
|-------------------|---------------------------------|
| a. Strongly Agree | d. Disagree |
| b. Agree | e. Strongly Disagree |
| c. Neutral | f. I do not know/not applicable |

INSTRUCTOR EVALUATION SECTION

15. I received an email from the instructor informing me that this class was in an online format.
- Yes _____
- No _____
- I do not know _____

16. The instructor has communicated with the class regularly, during the semester.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

17. The instructor responds to communications within a reasonable period of time (as indicated in the course outline/syllabus).
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

18. The instructor encouraged and expected participation between me and other students enrolled in this course.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

19. The instructor is willing to help students with problems associated with this course.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

Dated: 11/8/12

20. The instructor grades assignments and tests in a timely manner (as indicated in the course syllabus/outline).

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

21. The instructor is courteous and respectful to students.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

COMMENTS SECTION

1. What aspects of this course contributed most to your learning experience? Please be as specific as possible.
2. In your opinion, what changes could be made to this course that would improve your learning experience.
3. What positive things did your instructor do that helped your learning experience?
4. What changes could the instructor make that would have improved your learning experience?
5. Use this space to provide any additional comments you have about the course.

Dated: 11/8/12

DALTON STATE
STUDENT EVALUATION FORM
Practicum/Clinical Course

Statement of Purpose:

In an effort to maintain a high quality of learning effectiveness, Dalton State employs a system of evaluations which includes student input. Your participation in this process is of vital importance. Your honest and thoughtful responses will be greatly appreciated. Completing this form will give you an opportunity to reflect on your participation, as well as the structure of the course and effectiveness of the instructor. This information will be used to provide feedback to your instructor so that we can continue to provide the best educational experiences possible.

Instructions:

For each of the following question, choose your response and mark the appropriate column on the form. Reflect on each question and answer carefully.

STUDENT SELF-EVALUATION SECTION

1. Prior to enrolling in this course my level of interest in the subject matter was:

a. Very high	d. Low
b. High	e. Non-existent
c. Moderate	

2. Because of my experiences in this course, my interest in this subject matter is:

a. Very high	d. Low
b. High	e. Very Low
c. Moderate	

3. I attended class regularly.

a. Always	d. Seldom
b. Almost always	e. Almost Never
c. Sometimes	

4. I came to class prepared (i.e. having completed all readings and other assignments).

a. Always	d. Seldom
b. Almost always	e. Almost Never
c. Sometimes	

5. I completed all course requirements on time, as indicated in the syllabus or course outline.

a. Always	d. Seldom
b. Almost always	e. Almost Never
c. Sometimes	

Dated: 11/8/12

6. What grade do you expect to receive in this course

- | | |
|------|------------------|
| a. A | d. D |
| b. B | e. F |
| c. C | g. I do not know |

7. Which of the following opportunities did you take advantage of to improve the quality of your work and learning in this course. Please mark all that apply.

1. Tutors
2. Learning Labs and/or online resources
3. Classmates and/or study groups
4. Communicated with my instructor
5. Other

COURSE EVALUATION SECTION

8. Course content is at a level that I understand.

- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

9. The activities and assignments are closely aligned with the course goals and objective.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

10. The course objectives are clearly stated in the course syllabi.

- | | |
|-------------------|---------------------------------|
| a. Strongly Agree | d. Disagree |
| b. Agree | e. Strongly Disagree |
| c. Neutral | f. I do not know/not applicable |

11. My understanding of the subject matter has increased as a result of this course.

- | | |
|------------------|----------------|
| a. Greatly | d. Very little |
| b. Significantly | e. None at all |
| c. Moderately | |

12. The syllabus and/or course outline is useful in guiding me through the course.

- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

Dated: 11/8/12

13. I found this course to be a valuable learning experience.
- | | |
|-------------------|---------------------------------|
| a. Strongly Agree | d. Disagree |
| b. Agree | e. Strongly Disagree |
| c. Neutral | f. I do not know/not applicable |

INSTRUCTOR EVALUATION SECTION

14. The practicum supervisor facilitates good communication skills with the students.
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |
15. The practicum supervisor provides grades in a timely manner (as indicated in the course syllabus/outline).
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |
16. The practicum supervisor provides constructive feedback to improve performance.
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |
17. The practicum supervisor supervises in a supportive manner.
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |
18. The practicum supervisor reviews with students the objectives and procedures the students are to perform as expected in the practicum situation.
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |
19. The practicum supervisor follows and supports the program policies and the policies of the site-placement.
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |
| d. | |
20. The practicum supervisor facilitates problem solving with the student and the student's concerns.
- | | |
|---------------------|-----------------|
| a. Almost Always | d. Rarely |
| b. Most of the time | e. Almost Never |
| c. Occasionally | |

Dated: 11/8/12

21. The practicum supervisor demonstrates skills, attitudes, and values that are to be developed by the students.
- a. Almost Always
 - b. Most of the time
 - c. Occasionally
 - d. Rarely
 - e. Almost Never
22. The practicum supervisor utilizes practicum experiences to foster learning.
- a. Almost Always
 - b. Most of the time
 - c. Occasionally
 - d. Rarely
 - e. Almost Never
23. The practicum supervisor identifies the student's practicum strengths and weaknesses by verbal and written feedback in a timely manner.
- a. Almost Always
 - b. Most of the time
 - c. Occasionally
 - d. Rarely
 - e. Almost Never
24. Overall, I would rate my practicum supervisor as:
- a. Almost Always
 - b. Most of the time
 - c. Occasionally
 - d. Rarely
 - e. Almost Never

COMMENTS SECTION

1. What aspects of this course contributed most to your learning experience? Please be as specific as possible.

2. In your opinion, what changes could be made to this course that would improve your learning experience.

3. What positive things did your instructor do that helped your learning experience?

4. What changes could the instructor make that would have improved your learning experience?

5. Use this space to provide any additional comments you have about the course.

Dated: 11/8/12

DALTON STATE
STUDENT EVALUATION FORM
Traditional Course

Statement of Purpose:

To maintain a high quality of learning effectiveness, Dalton State employs a system of evaluations which includes student input. Your participation in this process is of vital importance. Completing this form will give you an opportunity to reflect on your participation, as well as the structure of the course and effectiveness of the instructor. This information will be used to provide feedback to your instructor and campus administrators so that we can continue to provide the best educational experiences possible.

Instructions:

For each of the following question, choose your response and mark the appropriate column on the form. Reflect on each question and answer honestly.

STUDENT SELF-EVALUATION SECTION

1. Prior to enrolling in this course my level of interest in the subject matter was:
 - a. Very high
 - b. High
 - c. Moderate
 - d. Low
 - e. Non-existent

2. Because of my experiences in this course, my interest in this subject matter is:
 - a. Very high
 - b. High
 - c. Moderate
 - d. Low
 - e. Very Low

3. I attended class regularly.
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

4. I came to class prepared (i.e. having completed all readings and other assignments).
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

5. I completed all course requirements on time, as indicated in the syllabus or course outline.
 - a. Always
 - b. Almost always
 - c. Sometimes
 - d. Seldom
 - e. Almost Never

Dated: 11/8/12

6. What grade do you expect to receive in this course

- | | |
|------|------------------|
| a. A | d. D |
| b. B | e. F |
| c. C | g. I do not know |

7. Which of the following opportunities did you take advantage of to improve the quality of your work and learning in this course. Please mark all that apply.

- 1. Tutors
- 2. Learning Labs and/or online resources
- 3. Classmates and/or study groups
- 4. Communicated with my instructor
- 5. Other

COURSE EVALUATION SECTION

8. Course content is at a level that I understand.

- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

9. The activities and assignments are closely aligned with the course goals and objective.

- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

10. The course objectives are clearly stated in the course syllabi.

- | | |
|-------------------|---------------------------------|
| a. Strongly Agree | d. Disagree |
| b. Agree | e. Strongly Disagree |
| c. Neutral | f. I do not know/not applicable |

11. My understanding of the subject matter has increased as a result of this course.

- | | |
|------------------|----------------|
| a. Greatly | d. Very little |
| b. Significantly | e. None at all |
| c. Moderately | |

12. The syllabus and/or course outline is useful in guiding me through the course.

- | | |
|---------------------|-----------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | |

Dated: 11/8/12

13. I found this course to be a valuable learning experience.
- | | |
|-------------------|---------------------------------|
| a. Strongly Agree | d. Disagree |
| b. Agree | e. Strongly Disagree |
| c. Neutral | f. I do not know/not applicable |

INSTRUCTOR EVALUATION SECTION

14. The instructor is organized and well-prepared for class.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
15. The instructor creates a supportive learning environment.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
16. The instructor displays enthusiasm for the subject.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
17. The instructor provides the opportunity for and answers questions in class.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
18. The instructor is willing to help students with problems associated with this course.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
19. The instructor grades assignments and tests in a timely manner (as indicated in the course syllabus/course outline).
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |
20. The instructor is courteous and respectful to students.
- | | |
|---------------------|---------------------------------|
| a. Almost always | d. Seldom |
| b. Most of the time | e. Almost Never |
| c. Sometimes | f. I do not know/not applicable |

Dated: 11/8/12

COMMENTS SECTION

1. What aspects of this course contributed most to your learning experience? Please be as specific as possible.
2. In your opinion, what changes could be made to this course that would improve your learning experience.
3. What positive things did your instructor do that helped your learning experience?
4. What changes could the instructor make that would have improved your learning experience?
5. Use this space to provide any additional comments you have about the course.