Resolution that a Policy be Delineated in the Faculty/Administration Manual Concerning the Administering and Collecting of Course-Instructor Evaluations (Student Evaluations)

WHEREAS, student evaluations of teaching are seriously considered in all promotion and tenure decisions and thus affect all faculty at the College of Charleston;

WHEREAS, specifically, as part of the policy for evaluation of faculty members, student evaluations are mentioned in several instances in the Faculty/Administration Manual, such as,

- “Student evaluations of teaching shall be collected from students in classes taught by any faculty member of special status” (46) (Faculty members of special status are all the non-tenured and non-tenure track faculty including the Instructors, the Senior Instructors, the adjunct faculty, etc.),

and, concerning tenure and promotion,

- “The Summary Rating for all courses in the Department for each semester will be included in the evidence in the Executive Binder with the summary student evaluations” (94-95)
- “Student course evaluations will be completed for every section of every course, every semester, with the exception of a course that has only one student enrolled” (94);

WHEREAS, the FAM also includes language about the relevance of student evaluations in the tenure and promotion process (“Student evaluations should be consistently good” [82] and “numerical items from student evaluations…are important” [82]);

WHEREAS, student evaluations (a.k.a. Course-Instructor Evaluations) are thus of sufficient importance to affect the tenure and promotion process and the considerations of tenure and promotion committees across the College of Charleston, and, therefore, a consistent policy for collecting and administering student evaluations should be set and delineated in the Faculty/Administration Manual in consultation with the Faculty Senate;

THEREFORE, be it

RESOLVED that we, the Faculty Senate of the College of Charleston, request that the policy for administering and collecting Course-Instructor evaluations (student evaluations) of teaching be delineated in the Faculty/Administration Manual. In particular we request that a deadline for collecting student evaluations be set no later than the end of Reading Day each semester.