



FACULTY AFFAIRS COMMITTEE

14-15 FAC 3 revised
March 4, 2015

TO: The Academic Senate

FROM: Faculty Affairs Committee

SUBJECT: 14-15 FAC 3 revised: Proposed policy on adding courses exempted from student evaluations

ACTION REQUESTED: The Academic Senate approve the new proposed policy on courses exempted from student evaluations; effective upon signature of the President

BACKGROUND INFORMATION:

At its meeting on October 15, 2014, FAC reviewed the proposed policy as submitted by the Academic Affairs office for the process of requesting that certain courses be exempted from student evaluations. The policy was created after the FAC Chair received a note from a faculty member stating a need for specified procedure for submitting the course exemption requests. The policy was then referred back to FAC by Excom on 11/18/14; FAC updated the attached doc to address concerns about vagueness in the previous language.

Attached below is the policy, as passed by FAC members on 3/4/15.



INSTRUCTIONS FOR ADDING COURSES EXEMPTED FROM STUDENT EVALUATION

History:

14-15 FAC 3

The Office of Academic Affairs, which oversees course evaluations and faculty evaluation policy issues, understands that some courses are not appropriate for conducting student evaluations.

Each department may wish to review the below categories of courses to see if student evaluations of learning are appropriate. The department will determine if a category of courses is exempt or if a specific course is exempt within the category.

Activity
Clinical
Discussion
Field Studies
Independent Study
Laboratory
Practicum
Research
Supervision
Thesis Research
Tutorial

To ensure that such courses in your department are exempted from student evaluations, department chairs should submit their lists, including prefix and course number, to onlinecourseevaluations@csueastbay.edu by the end of the 4th week of the quarter. These courses will remain exempt until notified otherwise by your department.