

## **Update from the EAC Subcommittee for Student Course Evaluations**

**SP16 Collection Period begins Monday May 2 @ 7AM to Wednesday May 11 @ 7PM**

*\*SPCS will begin collection on April 25<sup>th</sup> because of less frequent on-ground class meetings*

Each student will receive a daily 7AM email until all of course evaluations are complete

Note: Email language now emphasizes that all student emails will end immediately after evaluations are complete

Each faculty member will receive a total of five emails during the evaluation period.

- Faculty Email #1: ~5 days prior to launch (Wed, 4/27)
- Faculty Email #2: Day 1 (Mon, 5/2)
- Faculty Email #3: Day 3 (Wed, 5/4)
- Faculty Email #4: Day 4 (Thurs, 5/5)
- Faculty Email #5: Day 7 (Mon, 5/9)

### Important Dates:

*All grades submitted to Registrar by Friday 5/20/16 Close of Business*

- Results are disseminated to Provost, Deans, Chairs and Program Directors (Monday 5/23)
- Results are disseminated to Instructors (Wednesday 5/25)

Please note the following formatting and calculation updates regarding results in the system:

The Manhattan College student course evaluation instrument uses two different scales (questions #1-9 uses a 4-point scale and questions #10-12 uses a 5-point scale). Individual faculty reports completed and disseminated in the paper collection system provided frequency distributions, but did not include a calculated mean and standard deviation for each question. Therefore the subcommittee reviewed closely its options regarding standardizing the two scales (i.e. moving to one scale only either 4-point or 5-point for all questions). The decision was made to make no changes to the instrument, keeping two scales, however underscoring the difference in scales so the reader will not compare means across all questions. A new report format was established and is now available to all instructors for spring 2016 and previous semesters which used the online system (FA14 pilot, SU15, FA15, WI16 Intercession, SP16 SCPS 7-week term). Please review again your reports in the online system.

The subcommittee is researching the reliability and validity of the MC instrument:

Data was prepped from the FA15 semester to include undergraduate students from all MC Schools except SCPS (adult learners). Drs. Arno Kolz and Angela Grotto completed a preliminary quantitative analysis to evaluate reliability. Initial calculations were very encouraging. This research will continue through the summer and a final report will be submitted to the EAC in the fall 2016. As you know, instructor specific questions can be added; note this research is focused only on the core #1-12 questions using quantitative methods and #13-18 questions using qualitative methods. If you wish to propose a change to the instrument, contact [david.mahan@manhattan.edu](mailto:david.mahan@manhattan.edu), [carla.fraser@manhattan.edu](mailto:carla.fraser@manhattan.edu) or a member of the subcommittee.

**Manhattan College**  
**Presentation to the MC Senate 4.19.16**  
**EAC Faculty Subcommittee: Student Course Evaluations**

## Student course evaluations project update 4.19.16

Subcommittee of the Educational Affairs Committee (EAC): Dr. David Shefferman, Dr. Arno Kolz, Dr. Angela Grotto, Dr. Helene Tyler, Mr. Jim Whelan, Dr. Parisa Saboori, Dr. Hossain Azam (Administrators Ex Officio: Ms. Carla Fraser, Dr. David Mahan, Mr. Jake Holmquist)

Overall MC response rates as follows, relative to 75% goal.

- FA14 Trial: 75% undg
- SU15: 80% undg/grad, 53% SCPS
- FA15: 85% undg, 86% grad, 64% SCPS
- WI16 Intercession: 79% undg, 74% grad (MBA)
- SP16 SPCS 1<sup>st</sup> 7-week term: 86% undg/grad

Response Rates for:			
Division	FA14 Pilot	SU15	FA15
School of Business	73%	50%	Undg: 85% Grad: 86%
School of Education and Health	91%	93%	Undg: 90% Grad: 89%
School of Engineering	72%	86%	Undg: 85% Grad: 84%
School of Liberal Arts	78%	71%	Undg: 84% Grad: n/a
School of Science	76%	87%	Undg: 83% Grad: 100%
SCPS	75%	53%	64%

### Response Rate Notes:

- ✓ Response Rates similar to in-class paper collection.
- ✓ SCPS terms are not the same as traditional, thus response rates are lower.
- ✓ Summer terms and winter intercession were not evaluated with paper form.
- ✓ Questions added to study abroad courses from Study Abroad Office.

### Feedback from MC faculty and students (action addressing each concern)

- Review of all invitation language to students and faculty members, as well as frequency of emails, and length of collection period (Dr. Grotto edited language with emphasis on importance of professional student feedback; see timetable as described above)
- Policy regarding low enrolled courses, anonymity (<6 student section removed)
- Include students who withdrew from the course (no, excluded)
- Calculating and formatting results: 4-Point vs. 5-Point Scales (see description above)
- Studying validity and reliability (see description above)
- FA16 propose changes to MC Instrument and/or process to EAC (in process)