



FACULTY SENATE

Student Affairs Committee
Minutes

427a Waterman
September 14, 2017

- Present** Kenneth Allen (CNHS), Jamie Benson (SGA), Thomas Chittenden (GSB), Dan DeSanto (LIB), Mia Hockett (LCOM), Karla Karstens (CEMS), Stephen Pinauro (CALS), Jennifer Prue (CESS), Cathy Paris (FS President), Nancy Welch (CAS)
- Absent** Zail Berry (COM), Trish O’Kane (RSEN), Martin Thaler (CAS), Omar Oyarzabal (EXT)
- Guests** Stephanie Loscalzo, Brian Reed, Joe Shapiro, Annie Stevens

Co-Chair Jennifer Prue called the meeting to order at 8:32 in Waterman 427a.

- 1. Minutes.** The minutes of May 11, 2017 were approved as written.
- 2. SAC Committee Overview.**

CHARGE OF THE SAC

This committee shall have responsibility for matters relating to student affairs, their effect on the educational process, and the academic climate of the University, including items referred to in Sections 1.1d, 1.2e, 1.2f, 1.4, and 1.5. It shall recommend policy with respect to honors programs, remedial programs, athletics, discipline, health service, placement, housing, student activities, etc. It shall include among its duties in-depth and ongoing review of University admissions and financial aid policies, including their relation to projected enrollments. This committee shall establish policy in matters related to general admissions standards and prerequisites, as referred to in Section 1.1d, and shall review, recommend and participate in formulation of admissions procedures. The committee shall establish a continuing liaison with student government groups and with all appropriate administrative and academic office

3. SAC 2017 / 2018 Agenda Review.

- **Bike Safety.** Jim Barr will be at the October meeting to discuss bike safety on campus.
- **Global Gateways Program.** The committee will discuss the TFOLE scores and procedures and how they impact the campus.
- **Advising.** The committee will continue discussions around advising.
- **Access Accommodations.** The committee will have discussions around student / faculty communication, demand, resources and testing facilities.
- **Living Learning Communities.** How they impact the different units. The implications of making courses taught in the Living Learning Community credited courses.
- **Cannabis use on Campus.** The use of cannabis use on campus is high. The committee would like to promote the speaker who is coming to campus to address this topic. A video of the speaker could be added to the SAC webpage.

4. Campus Bike & Pedestrian Safety on Campus. There is a UVM Active Transportation Plan posted on the UVM website.

- **Incentives.**
 - Discounts for wearing helmet
 - E Safety course would equal a gift certificate to buy safety gear
 - Sign a yearlong pledge to wear a helmet and get entered into a win a bike raffle.
 - Bike Safety fair on the campus.
- **Issues**
 - Lighting near bike racks.
 - Where do you park your bike during the winter?
 - Area behind the Library for bikes, however they never installed card swipe.
 - Signage for bike routes
 - More places to lock up bikes

Jaime Benson will bring some data on bike accidents on campus to the October meeting.

5. Advising Software. Advising software on campus was out dated. A committee looked in to the needs of updating this software. 18 months of working through many vendors the committee chosen a new vendor. The committee would like a demonstration of the EAB software at a future meeting. There is a lot of potential for this new software. The goal is to go live September 2018. Some functions of the system are

- Intercollege communication

- Role based views
- Communicates to Banner
- Integrates into Blackboard
- Potential for unit or department data
- More readable than CATS reports

6. myUVM Integrated Course Evaluation Platform Full Senate Presentation.



Student Affairs Committee of the Faculty Senate

WHEREAS the University of Vermont Faculty Senate passed a Motion on Online Evaluations on April 9th 2012 (FS2012-174) supporting the creation of an online course evaluation platform for UVM courses;

WHEREAS the University of Vermont Student Government Association passed a resolution supporting the revitalization and standardization of Academic Course Evaluations on November 18th 2014 (SGA2014-04);

WHEREAS course evaluations at the University of Vermont are departmentally designed, managed, and controlled, while the myUVM student portal is a centrally managed information portal used to disseminate curriculum, grade and advising information;

WHEREAS course evaluations conducted at the culmination of a course enable students to best reflect on the entire course experience, after all coursework has been completed and all instructor feedback received;

WHEREAS online course evaluations experience reduced student participation rates because of technical or procedural obstacles, or because the collection platforms are unfamiliar to respondents;

WHEREAS a BANNER/myUVM integrated course evaluation platform would allow for the seamless capture of respondent characteristics that would provide greater insight into how students receive courses offered at the University of Vermont;

BE IT RESOLVED that the University of Vermont Faculty Senate supports the implementation of a BANNER/myUVM integrated departmentally controlled course evaluation platform;

BE IT ALSO RESOLVED that the anonymity of respondent submissions will be maintained in all presented results with specific attention to semantic security limiting multi-dimensional response parsing to only include sub-populations with a minimum number of five collected responses from that sub group;

BE IT ALSO RESOLVED that such a platform will make available the course questionnaire to students at the beginning of the final exam period for students to complete up until being able to view their final course grade, and that a prompt will ask students if they would like to opt out or in to completing the evaluation;

BE IT ALSO RESOLVED that if the student opts to complete the course evaluation, this will occur before the final grade is viewable ensuring that students must complete the course evaluation before their grade is viewable through the online portal during the two week period beginning the morning of the first scheduled final exam block;

BE IT ALSO RESOLVED that functional units or departments on campus are under no obligation to use this integrated platform for course evaluations, and that the determination to do so rests with the governance structures in place within each functional unit/department;

BE IT ALSO RESOLVED that this platform places full autonomy and control of the questions, responses and managed access to the responses solely with the functional units or departments on campus currently responsible for managing course evaluations;

BE IT ALSO RESOLVED that any implemented system would include data access and access attempt auditing to maintain verifiable integrity over the departmentally controlled responses to these course evaluations.

Departmentally Controlled Banner/myUVM Integrated Course Evaluation Platform Option

Educational Research & Technologies Committee and Student Affairs Committee of the Faculty Senate
Joint Proposal
University of Vermont
Last Modified 2/29/2016

NOTE: This document is a revised notion incorporating feedback from many constituencies on campus regarding the departmentally controlled optional integration of course evaluations into the Banner/myUVM student portal.

Issue: At the University of Vermont, course evaluations are conducted during the semester before finals week with low participation rates (for units that conduct online course evaluations). Additionally, the data collected lacks depth in that it doesn't capture respondent demographics (class year, major, gender...) that could be used to better inform faculty on the student perspective in their courses.

Proposal:

To address the issues above, the Educational Technology & Research Committee and the Student Affairs Committee proposes that the faculty senate pass a resolution supporting the implementation of an optional myUVM portal integrated course evaluation platform for UVM departments to consider using for their own purposes. The key features of this platform would be:

1. **Timing.** Students would be prompted to answer these departmentally designed questions BEFORE they see their final grade for the course. By integrating the course evaluation into the myUVM portal, it will have students offer feedback on the course at a time when they can reflect on the class in entirety (including end of semester help sessions, papers, or exams conducted during finals week) BUT still before they see the final grade in the class. Current campus evaluations are conducted during the week or two BEFORE final exams when students have NOT completed the course and are under a lot of pressure from their academic responsibilities. Integrating the evaluation into the myUVM portal will allow the evaluation to occur after the course is complete but still before they see their final recorded grade in the course.
2. **Opt-In.** Based on previous conversations on this topic, the integrated online course evaluation platform would ask the respondent (student) if they would like to complete a survey on their course. If they choose yes, they will be presented the departmentally selected questions. This Opt-In gateway will ensure only meaningful responses are harvested.

3. **Online.** There are some academic units at UVM using paper based surveys with scantrons and manual transcribing of open ended comments. This would be an optimized web-based course survey platform units could opt to consider migrating towards for operational efficiencies in collecting and aggregating the responses.
4. **Participation rate.** Academic units on campus using online course evaluations struggle with low participation rates (especially compared to paper based course evaluations). Presenting students with these Evaluations JUST before they are able to see their final grade will do two things:
 - a. Validate the authenticity of the survey for the potential respondent (while they are logged on to the trusted myUVM web portal).
 - b. Put the survey conveniently in front of them (circumventing issues with spam filters, authentication problems or browser problems).
5. **Richer Data.** Current course evaluations at UVM are not able to parse responses on important dimensions including Class Year, Ace score or Course Performance. Integrating a course survey mechanism into the myUVM/BANNER SIS portal will allow for seamless capture of respondent characteristics while still ensuring anonymity to the submitted response. This would allow for response parsing to identify differences in the student course experience among academic sub groups of our student population. Figure 1 is an example of how three questions could provide deeper perspective on the student experience among different student sub groups.

Figure 1

		Course Survey Responses		
1: Strongly Disagree - 2 - 3 - 4 - 5: Strongly Agree		Q1	Q2	Q3
All Responses	Mean	3.89	3.86	3.77
	Std. Dev.	1.01	1.06	1.08
	Min / Max	2.0 / 5.0	1.0 / 5.0	1.0 / 5.0
Class (Mean Scores)	First Year	-	-	-
	Sophomore	3.25	3.21	3.06
	Junior	3.89	3.87	3.80
Performance (Mean Scores)	Senior	4.25	4.21	4.33
	High (A+, A, A-, B+, B or B-)	4.12	4.30	3.87
Major (Mean Scores)	Low (C+ or lower)	3.66	3.78	3.75
	In Major (BSAD)	4.44	4.62	4.51
	Out of Major (Non BSAD)	3.20	3.10	2.40

6. **Departmental Autonomy.** The University of Vermont culture values departmental control over course evaluation questions and data. For the platform to be supported by the Faculty Senate, the implementation of this solution would need to ensure that:
 - a. Departments would be under NO obligation to use this platform – it would merely be an option for them to consider using if they so choose.
 - b. Each department that wants to use this platform would choose their own questions (meaning there would be no common questions).
 - c. ONLY the department (or departmentally designated individuals) may access the collected responses.
 - d. Data access auditing would be required of any considered solution (showing regular, verifiable access of records or access attempts to validate the integrity over the security & policy controls restricting access to evaluation data).
7. **Question Rating Scale Directional Consistency.** Current course evaluations conducted at UVM have different directional scales on their ratings based questions (e.g 1 is Strongly Disagree on some evaluations and 1 is Strongly Agree on other course evaluations). A centrally implemented campus platform would create an opportunity to unify the scale direction of all departmentally designed course evaluation questions.

7. **New Business.** There was no new business.

8. The SAC meeting adjourned at 10:00am

The next meeting of the SAC is scheduled for October 12th 2017 in 427a Waterman.