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## Faculty Senate Executive Committee Agenda, January 26, 2004

Utah State University

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**Faculty Senate Executive Committee**  
**26 January 2004**  
**3:00 - 4:30 p.m.**  
**Champ Hall Conference Room**

# AGENDA PACKET

3:00 Call to Order  
Approval of minutes of 15 December 2003

**Announcements**  
The next FSEC lunch with Pres. Hall will be Tuesday, Feb. 10th, 2004

3:05	Information & Consent Agenda Items	
	<a href="#">Athletic Council</a>	Ken White
	Mediation Program	Rob Morrison
		Chris Fawson
	<a href="#">EPC Business</a>	Joyce Kinhead

3:30	Key Issues & Action Items	
	Grading Policy	Joyce Kinkead
		Glenn Davis
	<a href="#"><u>Course Evaluations on the Web</u></a>	Ruth Struyk
	<a href="#"><u>Grading Constraints</u></a>	Kevin Kesler

4:00 University Business Administration

4:30 Adjournment

Faculty Senate Executive Committee Meeting Minutes for December 15<sup>nd</sup>, 2003

## Attendance:

Senators:	Kevin Kesler (0930)	Tom Kent (1189)	Marv Halling (3179)
	Kevin Doyle (4025)	Ed Heath (3306)	Carol Kochan (2676)
	Dean Miner (801-370-8469)		
Presenters:	Joyce Kinhead (1706)	Brent Miller (1180)	Gerry Giordano (1470)
	John DeVilbiss (1358)	Jack Payne (2201)	Charles Thompson (7237)
	Karla Petty (1726)	Stephanie Kukic (1736)	Dennis Welker (3552)
Administration:	Kermit Hall (1157)		
Visitors:	Steven von Niederhausern (881-7023)		
Excused:	Vance Grange (2702)	Janis Boettinger (4026)	Dale Blahna (2544)
	Bruce Miller (2232)	Chris Coray (2861)	

## Call to Order

Kevin Kesler called the meeting to order at 3:05 pm.

## Minutes:

Carol Kochan moved to accept the minutes of November 17th. The motion, seconded by Dean Miner, was passed.

## Announcements:

The next FSEC Lunch with President Hall will be held on Tuesday, January 20th, at noon in Champ Hall.

A volunteer is needed for a search committee for a benefits position in the personnel office. Kevin Kesler volunteered to be on the committee.

## Committee Reports:

### EPC Business

Joyce Kinkead presented the most recent EPC Business, which included several "cleaning up" deletions and program removals. Carol Kochan moved to place EPC Business to the Consent Agenda. The motion, seconded by Marv Halling, passed.

### Scholarship Advisory Board

Joyce Kinkead then presented the Scholarship Advisory Board report. One important point was that most of the scholarships are actually waivers legislated by the state. For the first time they're charting commitments in awards made by students. There is a new University Research Fellowship program for new freshmen which is funded by the VP of Research office. This will replace the University Club Scholars program and will allow for better tracking, and ask for a return on the Universities investment in them. Then have progressed from granting 1 and 2 year awards to 4 year awards, which is greater encouragement for students to come and stay at USU. Carol Kochan moved to place the Scholarship Advisory Report on the Consent Agenda. The motion, seconded by Kevin Doyle, was passed.

### Research Council

Brent Miller explained that the Research Council report is fully detailed in the 12 pages of text and several tables. He asked for questions, and encouraged the Executive Committee to review the report and let him know of any questions or concerns. Carol Kochan moved to place the Research Council report on the Consent Agenda. The motion, seconded by Tom Kent, was passed.

### Council on Teacher Education

Gerry Girodano summarized the Report from the Council on Teacher Education. One concern is the caliber of the teachers who are going into public education. The students who are going into teacher education have on average a higher ACT and GPA, than those who don't. There has been an increase on students going into Teacher Education, which will help combat the lack teachers state wide. USU prepares more teachers for public schools than any other university in Utah, and 88% of the teachers USU produces stay in Utah to teach. Carol Kochan moved to place the Council on Teacher Education Report to the Consent Agenda. The motion, seconded by Marv Halling, was passed.

### Aggie Ecology

Jack Payne presented the Aggie Ecology report on campus environmental sustainability. The question is how to promote an english garden, when the university exists in a high desert biome? Utah is currently the driest state in the nation, and also the highest in the nation in per capita use of water. Committees have looked into landscape, waste management, recycling, water use, energy use, and the scholarship of sustainability on the academic side. There now exists a water research laboratory. The report attempts to cover the ecological footprint of the University, and will be presented in more detail at the Faculty Senate meeting in January. Dean Miner moved to place the Aggie Ecology report on the agenda as an Information Item. The motion, seconded by Tom Kent, was passed.

### New University Website and Commercial

John DeVilbiss and Charles Thompson presented the new University website, and explained the reasoning behind the changes, the new navigation, and functions of the website. They also presented, with the help of student videographer Steven von Niederhausen, a new commercial promoting USU with material on students sending experiments into space. Carol Kochan moved to place the report on the agenda as an Information Item. The motion, seconded by Kevin Doyle, was passed.

### Student Government Update

Stephanie Kukic and Karla Petty gave a rundown on this year's ASUSU leadership, their current projects, and responsibilities. One issue was the Student Bill of Rights, which was introduced in the last Faculty Senate meeting. This will become an annual report due to the FSEC in the fall, to keep the Faculty Senate apprised of the student side of the university, their goals, and efforts to make the university better for students. The annual report will strengthen relationships between students and faculty and will initiate changes that would be mutually beneficial. Ed Heath moved to place the Student Government Update on the agenda as an Information Item. The motion, seconded by Tom Kent, passed.

Key Issues and Action Items:

Faculty Evaluations on the Web

Dennis Welker expressed the faculty concern regarding the public availability of faculty evaluations on the internet. This was one subject brought up in the open session of Faculty Forum. He presented a compromise which would restrict access of the records to the QUAD system, allowing students, and not the general public, to view them. Discussion continued about whether the records are legally meant to be private or public. President Hall suggested that the more important issue is the construction of the evaluation. Joyce Kinhead explained that students would like to fill out the evaluations online, perhaps see midterm evaluations. The decision was made that more discussion needs to take place after more research on what other institutions are doing about this issue of privacy and faculty evaluation. Carol Kochan moved to table the issue for the next FSEC meeting on January 26th. The motion, seconded by Kevin Doyle, was passed.

University Business:

President Hall presented the current University Business. Ron Godfrey is the new VP of Business and Finance. There is a tuition task force which is examining tuition pricing and financial aid issues. The Governor was supportive of higher education, recommending a 2% salary increase and about a 12% contribution to benefits. She also expressed the desire that the two state research institutions join forces to be more competitive on major grants. Joint Boards of Trustees meetings have been working on enhancing research capacity, and more fully stimulate economic development in the state. He addressed the need to pay attention to the development of the Student Bill of Rights. Progress is being made on the Children's House, the new child development center. Efforts are being made towards a Winter Graduation, which will most likely start in 2004. Compact Plan initiatives are being worked on. Banner is progressing nicely. Inaugural lectures by recently promoted full professors will begin in January.

Adjourn:

Kevin Kesler called for adjournment. The meeting adjourned at 4:57 pm.

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## Utah State University Athletic Council Report

For Period of  
January 1, 2003 to December 31, 2003

Submitted to the  
Utah State University  
Faculty Senate

By the USU Athletic Council  
Kenneth L. White (Chair 2003-2004), Faculty Athletics Representative

**Introduction:**

**Committee Members:**

Kenneth White, Chair; Dee Von Bailey, Vice-Chair, Kermit Hall, Stan Albrecht, Fred Hunsaker, Juan Franco, Rance Pugmire, Mary Ellen Cloninger, Art Jones/Rich Gordin, Randy Watts, Duke Di Stefano, Tyler Olsen, Nate Putnam, Holly Anderson, Vicki Allen, Ronda Callister, Lynn Dudley, Lance Littlejohn, Julie Foust. Ex Officio Members: Brian Evans, Ken Peterson

**Mission:**

The Athletic Council advises the President with respect to the athletic program. The duties of the council are to: (a) help maintain an athletic program compatible with the best academic interests of the university; (b) assure compliance with the rules of the National Collegiate Athletic Association (NCAA), and the university athletic code; (c) review and recommend to the President and the Board of Trustees all intercollegiate athletic budgets; and (d) recommend policies and procedures for all aspects of the intercollegiate programs.

The annual report from the Athletics Council to Faculty Senate includes both future and current issues facing the Athletics Department. Each issue is reviewed by the athletics council to insure the Department of Athletics is operating within the guidelines of the NCAA and Utah State University. Monitoring the annual budget, identifying potential new revenue sources and efficiently managing expenses are always a priority. A long-term goal of the Athletics Department is to become increasingly self-funded. Key facts and discussion items for the current year include: USU's affiliation with the Sun Belt Conference, strong academic reforms from the NCAA, and the current status of the newly reinstated women's basketball program.

1. Conference Affiliation:

- On October 19, 2002 Utah State University was formally invited to join the Sun Belt Conference beginning in the sport of football in 2003 and all sports in 2005-06. The offer was enthusiastically accepted, ending a two-year stretch in which the Aggies were forced to play football as a Division IA independent. Sunbelt conference play initiated in the fall of 2003 with the USU football team compiling a conference record of 3 wins and 4 losses.
- On October 10, 2003 Utah State University was formally invited to become a member of the Western Athletic Conference (WAC) in all sports beginning in the fall of 2005. This invitation was immediately accepted. The move to the WAC was precipitated by several changes in existing conference affiliations that ultimately result in the WAC losing three institutions to another conference and the subsequent invitation to both Utah State University and New Mexico State University to join the WAC.
- The invitation to become a member of the WAC will facilitate the athletic programs at USU in several ways. This conference is composed of institutions primarily located western region, and as such, provides the opportunity for more regional competition and reduces travel expenses.
- Former rivalries with institutions such as University of Nevada - Reno, New Mexico State University, Boise State University will be re-established and new interest developed with others such as Fresno State, Hawaii, San Jose State and University of Texas, El Paso.
- Membership in the WAC will provide greater access to media opportunities (television) than currently available to USU. This allows increased exposure for both USU student-athletes as well as academic programs at USU.

2. The NCAA has strengthened academic standards for student-athletes. The following is a summary of new NCAA academic standards effective fall semester 2003:

***Initial Eligibility***

Student-athletes entering a certifying institution as freshmen in the fall of 2003 can meet either the old or new standards:

- 13 Core Courses, 68 sum ACT or 820 SAT with corresponding GPA;  
OR
- 14 Core Courses and index (expanded, e.g. lower ACT/SAT with higher Core GPA)
- Students will first be evaluated on the new (14 Core) standard, and if not met, then on the old standard.
- Effective fall of 2005 all student-athletes are required to have 14 core courses, then increases to 16 core courses beginning fall of 2008.

***Continuing Eligibility***

*Freshman Student-Athletes (beginning 2003-04)*

- A maximum of 6 semester hours of remedial credit may be used in the first year for purposes of meeting the progress-toward-degree requirements.
- 24 semester hours of academic credit must be completed before entering the second year of collegiate enrollment.
- 18 hours of academic credit must be earned during the 2003-04 academic year (with an additional 6 credits earned during the summer session).
- Student-athletes' grade-point averages must be at least 90% of the grade-point average required for graduation before entering their second academic year.

- Pass 6 degree applicable credits per semester every regular academic semester in order to remain eligible for competition the subsequent semester.
- By start of year two - 24 semester hours with minimum 1.800 [NA] grade-point average.
- By start of year three - 40% [25%] of credits towards degree earned with a minimum 1.900 [1.80] grade-point average.
- By start of year four - 60% [50%] of credits towards degree earned with a minimum 2.000 [1.90] grade-point average.
- By start of year five - 80% [75%] of credits towards degree earned with a minimum 2.000 [1.90] grade-point average.

### ***Transfer Eligibility***

- 2-Year College Transfer must meet 40% [previously 35%] Percent of Degree Requirement (PDR) upon transfer.
- Mid-Year (Spring semester) college transfers must meet 6 credit-hour requirement (must have passed 6 credits from transfer institution in the semester prior to transfer) to remain eligible the subsequent semester.

### ***Other***

- Banking hours to average is obsolete (e.g. under the old standards a student-athlete passes 28 credits one year and 20 the next, they have a 24 credit average over 2 years).
- The 24 credits per-year requirement is obsolete. New PDR (40/60/80) assures student-athletes meet 24 per year or ineligible.
- Maximum 6 credits per semester of remedial/prerequisite in the student-athletes first academic year [previously 12 credits per semester].

### ***Current Student-Athletes***

- All currently enrolled student-athletes as well as 2- and 4-year transfers (enrolled full-time prior to August 1, 2003 excluding summer) will be tracked under "old" Academic Standards.
- Current student-athletes must pass 6 semester hour requirement to remain eligible the subsequent semester.
- Student-Athletes must meet standards for satisfactory progress and good academic standing to practice and compete in intercollegiate athletics at Utah State University.

### **3. Graduation rates**

- The '96-'97 cohort rate (most recent) is 81%, with a 4-year average of 60%;
- The '95-'96 cohort rate was 45%, with a 4-year average of 53%;
- The '94-'95 cohort rate was 64% with a 4-year average of 53%
- In all years and categories except '95-96 cohort, the graduation rate was higher than the general student body.\*\*
- The '96-97 graduation rate was 12th highest (81%) among Division IA institutions.
- The '96-97 graduation rate above the general student body rate was 6th highest (+26%) among all Division IA institutions.
- The '96-97 graduation rate was 2nd highest increase (+36%) over the previous year's cohort among all Division IA institutions.

\*\*Turnover in football and men's basketball staff resulted in several team member dismissals, which drove the graduation rate down for the '95-96 cohort.

### **4. Women's basketball**

- The women's basketball program played it's first game in seventeen years beginning November 21 , 2003.
- Ten student-athletes are currently enrolled and on stipend as of the beginning of fall semester 2003. One or two more will be added during the spring signing period, which will bring the squad size to 11 or 12. A class breakdown of the anticipated fall 2003 roster of student-athletes is below and currently includes students from Utah, Wyoming, California, Colorado, and Michigan.
- The roster currently includes five juniors, two sophomores and five freshmen.
- One Head coach and two full-time assistant coaches were hired prior to summer of 2003.

### ***Future Goals and Objectives:***

5. The Department of Athletics will always work towards becoming more self-funding through:

- Increased ticket sales and incremental, occasional, increases in ticket prices
  - Increased Big Blue contributors and incremental, occasional increases in contribution levels
  - Increased participation at special events such as the Aggie Auction and Golf Tournaments
  - Increases sponsorship inventories and sales
  - Improving television and concession contracts
  - Improving trade-out agreements for hotels, food, travel etc.
6. Department of Athletics Initiatives for 2004-05:
- Meet new NCAA Division IA requirements
    - 16 sports
    - 200 scholarships
    - 90% of 85 allowable football scholarships awarded
    - Average 15,000 actual attendance for football
    - 5 IA home games (actually deferred until 2006)
  - Restructuring of compliance area up through the Provost's office to insure more institutional control
  - Exploration of reserved seating sections for students in Smith Spectrum to control/prevent non-student use
  - Purchase laptops for student use during official team travel
7. Upcoming Facility Projects for 2004-05 (Partially Funded with Stadium Spectrum Parity Bond):
- New synthetic turf installation in Romney Stadium. Will allow full-time use rather than game days only
    - Other uses include campus recreation/intramurals, marching band practice and high school games
    - New surface will require no water, less maintenance and help prevent injuries
  - Replacement of more wooden bleachers in Romney Stadium with aluminum bleachers for students
  - New floor installed in Smith Spectrum. Funds have been saved over the past 10 years
  - Complete programming followed by bids for design and bids for construction of Romney Stadium renovations
  - Begin construction of first phase of Romney Stadium renovations
    - Phase I includes new restroom and concession areas, new pressbox, ADA requirements, seismic requirements, improved entrances and elevator
8. Long-Term Facility Projects (Partially Funded with Stadium Spectrum Parity Bond)
- Phases II and III of Romney Stadium
    - New training room, locker room, weight room, coaches offices, meeting rooms, equipment room
    - Big Blue Club and Student Reception area, bookstore, ticket office, Hall of Fame, new concessions areas
  - New Academic Center with computer rooms, study rooms, tutor areas, meeting rooms
  - Complete removal of all wooden bleachers and replace aluminum.

UTAH STATE UNIVERSITY  
Athletics Department Budget Report  
Fiscal Years 2002-03 and 2003-04

**Net Funds Available**

Source of Funds	Actual FY 2002-03	Budget FY 2003-04
E. & G. funds	\$990,345	\$1,063,927 a
Institutional support	490,000	759,000 b
Staff Benefits E. & G. funds	384,844	425,571
Student fees	1,587,803	1,625,000 c
Football	1,979,473	1,615,000 d
Basketball - home	476,355	458,000
Big Blue Club	703,178	685,000 e
Athletic fund	788,220	945,296
NCAA/Big West	243,096	275,000 f
Other income - endow. Interest	65,286	100,000

Division I compliance	0	290,000 g
Total funds available	\$7,708,600	\$8,241,794
Projected expenses	7,695,804	8,241,794
Balance	12,796	0

**Expenses**

Total Salaries and Benefits	\$3,093,662	\$3,273,112 h
Administration	379,417	480,400 i
Academic Support	26,879	30,000
Weight Room	19,855	20,000
Media Relations	89,474	102,000
Advertising and Promotion	233,104	257,900 j
Video Room	19,988	25,000 k
Medical	97,582	364,000 l
Training Room	40,152	43,000
Ticket Office	65,423	65,000
Men's Football	1,744,863	1,583,000 m
Men's Basketball	385,214	380,400
Men's Golf	31,489	29,486
Men's Tennis	30,965	31,300
Men's Track	111,602	92,400
Women's Track	170,341	155,000
Women's Volleyball	159,431	161,100
Women's Gymnastics	139,602	126,000
Women's Softball	141,301	140,710
Women's Tennis	67,301	64,500
Women's Soccer	126,470	126,000
Women's Basketball	49,381	202,000 n
Capital Improvements	472,308	489,486 o
Total Expenses	\$7,695,804	\$8,241,794

Budget - Explanation of Budget Changes from FY 2002-03 to FY 2003-04

- a. E & G budget reduction of \$37,666. Also includes transfer from Public Relations to support two positions for long term contracts.
- b. Transfer medical insurance premium from University administration to Athletic department budget.
- c. Increase from collection of summer school athletic fees.
- d. No BYU or Utah home football games and change in teams played on the road.
- e. Big Blue Club fund raising goals have increased.
- f. Increase in number of sports sponsored and grants-in-aid provided.
- g. Institutional support for Division IA compliance. This support would include: assistance for travel, maintaining a minimum of 16 sports and 200 full-time-equivalences (increase of 30).
- h. Hire a second assistant Women's basketball coach, comply with long-term contractual commitments and added two positions transferred from Public Relations.
- i. Included in budget are expenses for on campus facility charges that had previously been contributed by campus facilities (approximately \$80,000) and Sunbelt Conference dues of \$15,000. This is in addition to the \$36,000 paid to the Big West Conference.
- j. Video production assistance from Information Technology.
- k. Video maintenance.
- l. Medical insurance premium.
- m. Decrease in football home game guarantees as a result of our membership in the Sunbelt Conference.
- n. Travel costs, financial aid, equipment costs.
- o. Smith Spectrum scoreboard, Romney Stadium scoreboard, Laub Center and Astro-turf loan.



## Report for Faculty Senate 1/26/2004

Joyce Kinkead-Chair, Stanley Allen-Agriculture, Duke DiStefano-ASUSU Pres., Todd Crowl-Natural Resources, Karla Petty,-ASUSU Acad VP, Richard Cutler-Science, Jan Roush-HASS, Stephanie Kukic-GSS, Scott Hunsaker-Education, David Olsen-Business, David Luthy-DEED chair, Weldon Sleight-Extension, Cheryl Walters-Library, Jeffrey Walters- ASC Chair, Paul Wheeler-Engineering

## Meeting Dates

September 8, 2003, October 2, 2003, November 6, 2003, December 4, 2003, January 8, 2004, February 5, 2004, March 4, 2003, April 1, 2004.

## Curriculum Subcommittee

In January meetings, the Curriculum Subcommittee approved the following program changes:

- Request to [delete the inactive food Production Emphasis](#) in the Agricultural Economics major [and the inactive Food Marketing Emphasis](#) in the Agricultural Economics major
- [Request for a new Environmental Chemistry Emphasis within the Bachelor of Science degree in Chemistry](#)
- [Request to change the name of the department of Industrial Technology and Education to the Department of Engineering and Technology Education](#)
- Request to change the name of the Technology and Industrial Education Bachelor of Science degree to Engineering and Technology Education (see item #3)
- [Request to offer a Service-Learning Scholars Program, which will lead to a Service-Learning certificate](#)

## Academic Standards Subcommittee

In December the Academic Standards Subcommittee met and the following item was considered:

Review of No-test Days Policy: At the request of the EPC, the ASC reviewed the university's 'No-test Days' policy as defined in the USU General Catalog (p.18). There is an apparent discrepancy between the language of this policy, which states that "During No-test Days neither final examinations nor testing of any kind will be given . . .," and the wording of the Provost's memo on Semester Reminders, which states "Tests should not be scheduled during this period (i.e., No-test Days) except for regularly scheduled quizzes." The ASC engaged in considerable debate concerning the appropriate definitions of the terms "Examination," "Test," and "Quiz" and how consistently they might be interpreted by different persons. A motion was adopted which recommends the following revision of the language of the No-test Days policy:

No-test Days. A five-day period designated as No-test Days precedes the five days of final examinations which are normally scheduled at the close of each academic semester. During No-test Days, [neither] no major examinations, including final examinations, [nor testing of any kind] will be given in order that students may concentrate [up]on classwork, the completion of special assignments, writing projects, and other preparation for duly scheduled final examinations.

Karla Petty expressed two concerns on behalf of the students. The first was that students are often unaware of the policy or their means of redress if they believe the policy has been violated. The second was that students are likely to be inhibited about confronting course instructors or their administrators on issues related to this policy. It was suggested that students might seek redress through the Student Advocate, rather than in person, and that the No-test Days policy and the means for seeking redress of its perceived violation could be printed in the Schedule of Classes each semester.

Motion carried.

## Recommendations

EPC recommends approval of above changes by Faculty Senate.

The following proposals were not approved:

- Request to discontinue the MS Degree in Human Environments. Interior Design is still using this degree.
- Request to change the name of the Industrial Technology Master of Science degree to Engineering and Technology Education. This proposal needs to go through Graduate Council first.

Faculty Evaluation Committee  
Interim Report to Faculty Senate  
January 2004

Craig Petersen, Director of Analysis, Assessment, and Accreditation, met with the committee to discuss the faculty evaluation system students are currently using at Utah State and how results are reported. The practice of publishing faculty evaluation scores on the university website was discussed. Craig indicated that currently faculty evaluation data are accessible by entering "About USU" and then going to an instructor's home department. The results of the faculty evaluation are reported using the mean score from the first two questions of the evaluation. Each instructor's average is posted as well as the department, college, and university averages. Results are available for the past four semesters and will continue to be updated each semester.

The committee discussed having students complete the faculty evaluations on-line. Craig Petersen had his students complete the faculty evaluations on-line for both his on-campus and off-campus course. He created a link to the faculty evaluation form using the quiz module in WebCT. Completing the course evaluation was the last class assignment. Students were given points (10) in the on-campus course for completing the evaluation while the off-campus course was given bonus points. The response rate for 500 students in the on-campus course was approximately 95%; for the off-campus course it was 100%. Craig believed that the comments obtained on-line were more insightful than those normally produced in class because students had time to think about their responses. Students' responses are still confidential because WebCT credits the students for completing the evaluation, but does not allow the instructor to see which students wrote what comments. In comparison to conducting the evaluations in class, Craig noted that the response rate was higher for the on-line method than when evaluations are distributed in-class. He believes that in class evaluation return rate is approximately 75%. Reasons for the lower in-class return rate might be students hurrying to their next class, students being absent the day of evaluations, or students' apathy concerning filling out evaluations.

The following pros and cons for using on-line evaluations were discussed.

Pros:

- Evaluations could be administered anytime in the last three weeks of the semester
- No class time would be lost
- Data could be evaluated by subgroups for more information
- Cuts down on the cost of printing forms
- Cuts down on the time delay so that instructors could have feedback that could be implemented the next semester
- Cuts down on the scan time (3 -4 weeks to scan all the course evaluations into the computer)

Cons:

- For classes where instructors are not using WebCT, instructors would need to set up a link
- For small classes, if subgroup data is available, student might be identified based on content. Example, Sced 4210 has 35 students, the majority from two content areas whereas one student has a different content area that student would be identified by content even though names were confidential.
- Would students do the evaluation without incentives (e.g., points added or removed from grade). University-wide incentive (monetary would be prohibitive (15000 students X 4 classes)). Instructors may not want to add or subtract points for students taking the evaluation.

Questions under consideration by the committee:

1. Should evaluation results be posted on the University Website?
2. Can improvements be made in the current form that would improve the feedback to instructors and allow a bigger picture of the instructors' teaching than just two numbers?
3. Can evaluations be administered on-line so that there would be a return rate similar to evaluations administered in class.

## Regarding Grading Constraints

I would like to request that Faculty Senate address the question of grading policies for final exams, in particular, to clarify what constitutes the "96 hours" allotted for grading. At the end of Fall semester, when I was having difficulty accessing the Web-for-Faculty grading system to adjust some grades, I contacted the SIS help desk. I was informed that the problem was that the system could not handle the number of logins it was getting from students, in addition to faculty use. I was told that the system had been closed to student use until Tuesday and that faculty were supposed to have all their grades in within 96 hours, which was the Tuesday after Friday exams. Any grades not in by 5:00 on Thursday would have to be entered via change of grade forms, regardless of the inability of faculty to access the system.

I would like to raise my objections to the policy of counting Saturday and Sunday as part of the 96 hours allotted for grading. I, like most faculty, work at home many weekday evenings during the semester, and yes, also weekends. However, I make that choice. I do not choose when to give my finals and do not believe I should or can be required to spend weekend hours grading them. I, in fact, did have my grades done by Tuesday. However, a flaw in the "submit grades from a spreadsheet" program prevented my grades from being updated on Tuesday night as they should have been, even though the message indicated they had been accepted and would be submitted during the night. I did not discover that the grades were not correctly entered until I was able to check on Wednesday after I returned from a doctor's appointment.

As I see it, a related problem deals with the scheduling of final exams. This semester, I had two classes of over 70 students each and both of my finals were scheduled on Friday. Even though the breadth class exam was Scantron based, there is no guarantee of having the scores back before Monday. The other course was a programming course that requires intensive faculty grading time. (Our department has a very commendable policy that faculty grade all programming problems in the introductory courses themselves.)

It is my understanding that the access problems associated with Web-for-Faculty and the Quad system are expected to be solved with the introduction of the new Banner program. However, until that happens, I would like to see something done to avoid the problems that arose last semester. And I would hope that recognition be given to the fact that faculty are doing their best and do not need to be "punished" by being required to enter grades on change of grade forms for problems beyond their control. Not only is this unreasonable for faculty, but, in terms of work required by the registrar's office, it would certainly make more sense to provide a single sheet with all grades, rather than having the data entered from individual forms.

Thank you for your attention to this matter.

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