Faculty Senate Meeting
December 7, 2016
Guest: Hae Okimoto, Director of Academic Technology Services

Course Evaluation System Q & A

Numbered questions submitted in advance by Faculty Senate Executive Committee

1. What is the purpose of CES? Job performance? Self-improvement?
    Accreditation? Assessment of SLO?

    Hae: Transparent, consistent way to provide assessment of program
    effectiveness; Student Caucus made request after learning that completed
    evaluations went to faculty only; no consistent way to evaluate programs.
    Results will be shared with division chairs - a mandatory feature. Any sharing of
    information will be at the campus policy level for aggregated data. Kristen
    (UHPA) was consulted and the system was given the go ahead.

    Senator comments: Intent of course evaluations is to help instructor improve
    their teaching, not improve program effectiveness; current evaluations are shared
    during the tenure/promotion process so what is the reason for sharing with
    supervisors?

2. Membership: What was the CES committee makeup? If 50% were faculty, what
    percentage was instructional? We would like names, positions, and campus
    affiliation for faculty as well as for administration.

    Hae said she can share the list of members which included a representative
    sample of faculty and staff.

    The following is the original committee membership as shared by Marguerite
    Butler, UHM FS Chair:

    Sherri Fujita (past- HCC faculty)
    Jeanne Iorrio (past- UHWO faculty)
    Matt Platz (past)
    James Goodman (LCC- admin)
    Janet Ray (Hilo- faculty)
    Richard Coleman (GSO)
    Ross Langston (WCC faculty)
    Scott Ziehm (SONDH- admin)

Stacey Roberts (Manoa- faculty)
Joni Onishi (HawCC- admin)
Louise Pagotto (KapCC- admin)
Richard Mizusawa (past- ASUH)
Krystyna Aune (past UHM- admin)
April Goodwin (UHM - admin)
Hae Okimoto (ITS- admin)

3. What is the reasoning for the different categories of campus (public), department/college (public), department (public), and faculty member (private) because most of the sample questions in the public sections point to faculty performance?

    Tier 1 - all evaluations would include these types of questions
    Tier 4 - instructor-specific questions
    Campus-level questions are automatically public = aggregated results shared per campus policy. Public does not mean shared with the general public. It is a campus decision how results are shared. Instructor-specific questions will be shared with division head only. CES allows faculty to create their own questions. First three tiers can be compared at course, program, division level. Questions are campus-specific and cannot be aggregated across the system level. Comparison will be for courses across a campus, not the System.

    eCafe will be maintained in archive mode. Faculty data will always be available and database of questions will remain for reference.

4. Is there a question pool to choose from? Will there be a smaller pool of questions to choose from than eCAFE?

    Campus questions will be developed by the campus. These are campus-wide questions rather than campus-related (facilities, etc.) questions.) Faculty will develop their own pool of questions. Questions can be changed.

5. Can we create our own questions?

    Yes, faculty will be writing their own questions.

6. What are the standard required questions in CES?

Campus needs to develop these questions.

7. Can we choose not to have campus, department/college, and department questions, and only have faculty member questions?

8. Subjectivity of the sample questions

9. Publication and use of the evaluation data

10. Will open-ended questions be published?

   No. Publishing is a faculty decision. No one else can publish faculty results (outside of sharing with division chair and aggregated data sharing)

Senator Questions

Senator: Can faculty still distribute a paper survey in class?

   Della: Students can be given time in class to complete the survey; can use laptop, tablet, mobile device, or COW. Intent to do away with paper. Every student in the course will receive a link to the survey; current paper form is manually input by staff. CES makes manual tabulation obsolete.

Senator: What are campus questions?

   Hae: Set questions that can be used for all courses

Senator: Can data from multiple course sections be aggregated?

   Faculty: A feature of eCafe that is no longer available that should be available.

   William,
   Thank you for inviting me to talk with the LCC Faculty Senate.
   One of the suggestions requested: faculty being able to see aggregate results of their various course sections - is something we will put on our list of enhancements for CES. I think that we will provide faculty an interface so they can select which sections they want to get aggregate results from and the system could provide them for those sections with same questions.

   thanks again,
   -hae

Senator: What kind of format will the system export?

Hae: PDF and Excel formats.

Hae responded to questions from HCC which will be shared. Della will look into this.

[HCC questions and responses](#)

Della's charge to FS is to establish a committee to develop policies, guidelines, and questions for CES by end of spring semester. Roll-out is Fall 2017.

Della: Do we want discipline-level questions?

Della: FS can propose keeping paper evaluations.

Senator: Why can't we move to eCafe rather than moving to a new system?

Hae: It's an upgrade. eCafe will be taken offline and data will be archived.