

Lock Haven University of Pennsylvania
Student Evaluation Instrument Committee
MINUTES: November 19, 2008, 1:30PM
310 Sullivan Hall

Members Present: T. Dermota, J. Eislely, D. Shoemaker, A. Talbot
Members Absent: Student representative, S. Guthrie, S. Rush

- A. Motion to approve the agenda by DS seconded by AT; Approved.
- B. Motion to approve minutes from Oct 22, 2008; tabled until S. Guthrie is present
- C. Reports and Updates
 - a. AT and SG progress on the “paper to online SOIS” literature review.
 - 1. AT distributed draft review. Members asked to review and send comments to AT.
 - 2. Chronicle of Higher Education (attached) article is to be included in the final submission.
 - b. TD email from Mansfield University
 - 1. Discussed Catherine Renner’s (Mansfield Univ) e-mail (see attached) concerning our committee questions and their use of the OnLineCourseEvaluations.com
 - 2. Non-IT workload seems reasonable
 - c. Meeting time for Spring, 2009
 - 1. Tentatively set for Fridays over the noon, but will need to get SG and SR teaching schedules before confirming
 - d. (Added) Optical Scanner
 - 1. Our scanner vendor, NCS/Pearson, notified us that their company was acquired by Scantron. As a result, they will be ending our software support for Survey Tracker Plus as of 12/31/2009. The software is stable and we are not developing new surveys and our contract will cover us until 6/30/2010. They demo’ed their new product which runs on new scanner hardware. We have hardware support until 6/30/2009.
 - 2. JE mentioned Jenzabar has an online course evaluation module that might be an option along with onlinecourseevaluations.com; a demo will be arranged.
- D. Develop rationale for removing or revising existing instrument questions
 - a. R10/S08: Discussed dropping “course material” as it leads to a “double barreled question”. Reworded phrase to be “interest and dedication to teaching the class”.
 - b. Tabled discussion on having a consistent scale like some of the samples from other universities, e.g. strongly agree ... strongly disagree

The meeting adjourned at 3:20 PM.

Respectfully submitted,
Jerry Eislely