



Student Evaluation of Teaching (SET):

General Information

This survey is required to take place each semester by the University Senate and utilized as a part of the faculty Promotion, Tenure and Re-appointment (PTR) process.

The Office of Institutional Research and Effectiveness has the responsibility to carry out this process in conjunction with the guidelines set by the University Senate.

At the present time, departments on the Storrs campus are grouped by schools. The eight "off campus" sites (including Social Work) are each treated as one unit of Regional Campus locations.

The new survey questions, format and scoring were completely revised according to best practices. The University Senate voted in favor of the new survey in 2009. The questions were piloted in 2010. In the spring of 2013 the survey system went on-line utilizing these questions and reporting guidelines.

All instructors are currently slated for survey in the on-line process in the spring, fall and summer terms.

The survey instrument has three parts two of which are quantitative. There are quantitative questions concerning the instruction and the course content. The qualitative (bubble) sheet consists of questions with adjacent 5-point scale responses from Strongly Disagree to Strongly Agree. There is a neutral or no opinion response. A not applicable (N/A) response is not counted toward the median score for the question.

Two overall questions are also included. One question is for the overall instruction and one for the overall course content. There is a median score for each question based on a 1-5 scale of Poor-Excellent. These are stand-alone questions and are not the cumulative result of the responses to other questions within the section.

There are also open ended comment questions which the Senate has approved. The instructor may then add up to three comment questions of his/her own. Only the instructor receives a copy of the student responses to the comment questions.

Official University Reports are generated from the compilation of the Primary Instructor ratings after final grade deadline for entry into Student Administration System.



Under the Storrs-based University Senate mandate, and with the protection of the State Statute, the Office of Institutional Research & Effectiveness (OIRE) may release the results of student ratings of teaching to the individual rated instructor, individuals or offices within the instructor's chain of command, and other authorized University officials where appropriate and necessary.

General university total summaries (as well as a reference to the Statute) are presented on the (OIRE) website.

The reports are available on-line using a secure sign-on. The surveys or reports available to the instructor are accessed using their secure sign-on NetID and password.

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The second part of the evaluation is a comment section that is available only to the individual instructor. This group of student responses is available on-line to the individual instructor only.

The University Administration requires teaching faculty to include this report in their promotion, tenure and reappointment (PTR) portfolio.

The following course types have their own reporting for the survey system or are excluded from survey:

- Supplementary lab or discussion- Graduate Assistants ("TA" listed in PeopleSoft) teaching supplemental sections have their own rating system at the request of the Provost
- Team taught* -Secondary Instructors (SI in PeopleSoft) are rated in a separate system and those results are reported for the Team Taught classes University wide system results and have their own set of data reported.
- Excluded unless specifically requested by the Dept: Independent study, practicum, special topic, clinical or internship
- Enrollment less than 5 or responses fewer than 5 per the University Senate



Only Deans, Directors and Department Heads May:

Exclude (omit) courses/instructors by specifically requesting to the Office of Institutional Research and Effectiveness (OIRE). Omission request forms are available on OIRE SET website.

Requests must be received by 10th day of classes each term.

Team-taught courses will be evaluated.

Only the Secondary Instructor (SI) teaching lecture or seminar sections will be evaluated in the Team Taught system.

Early Ending Courses:

NOTIFY Office of Institutional Research and Effectiveness **by the 10th day of classes** as to courses or instruction schedules that do NOT meet for the standard semester.

These courses must be listed in Student Administration (PeopleSoft) as ending early. Correct start and end dates must appear on the "Schedule of Classes>Meetings tab" in Student Administration (PeopleSoft) for the course and/or instructor in the case of multiple instructors. Results from these classes will be available at the same time the regularly scheduled reports are released on-line post final grade entry.

Fewer than Five Student Responses:

Please note that individual statistics are not calculated for less than five responses for each overall question per the decision of the University Senate.