



MEMORANDUM

TO: The Faculty

FROM: G. Alexandrakis, Chairman, Faculty Senate GEA.
L. Glaser, Provost *LG*

DATE: February 15, 1991

SUBJECT: Faculty Senate Legislation #88009(D) -
Resolution on Student Evaluations of Faculty

On March 6, 1989 the Faculty Senate passed the following resolution regarding student evaluations of the Faculty.

Student evaluations are an appropriate part of the record used in evaluating a Faculty member's overall performance. They are also a tangible expression of the Faculty's commitment to excellence in teaching.

In light of these considerations, the Faculty Senate reaffirms its commitment to the long standing University policy of providing students with the opportunity to evaluate the teaching in courses offered by the Faculty of the University.

In addition, the Faculty Senate calls upon all departments and undepartmentalized schools to review their methods and procedures in order to assure the regular and systematic administration of student evaluations.

We urge all Faculty members to make every effort to have their courses evaluated regularly and the results made available to the students.

GCA/LG/b

MEMORANDUM

TO: President Edward T. Foote II

FROM: Dr. George C. Alexandrakis
Chairman, Faculty Senate

DATE: March 14, 1989

SUBJECT: Faculty Senate Legislation #88009(D) -
Resolution on Student Evaluations of Faculty

The Faculty Senate, at its meeting of March 6, voted to approve Faculty Senate Legislation #88009(D) - Resolution on Student Evaluations of Faculty. The text of the resolution follows:

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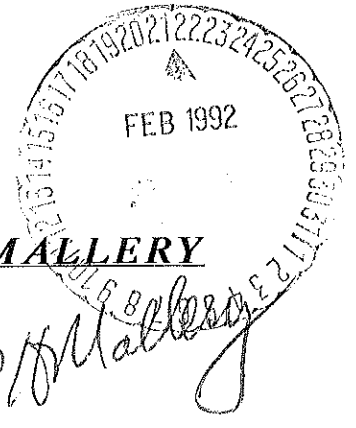
In light of these considerations, the Faculty Senate reaffirms its commitment to the long standing University policy of providing students with the opportunity to evaluate the teaching in courses offered by the Faculty of the University.

In addition, the Faculty Senate calls upon all departments and undepartmentalized schools to review their methods and procedures in order to assure the regular and systematic administration of student evaluations.

This legislation is in the form of a resolution and requires no approval action.

GCA/b

cc: Provost Luis Glaser



From the Desk of

CHARLY MALLERY

MEMORANDUM

Friday: February 21, 1992

TO: W.J. Whelan,
Chair Faculty Senate



SUBJECT: Student Faculty Evaluation Process

Dean Murfin asked that I respond to you concerning your memo of 21 February about our schools processing system of teaching evaluations.

The evaluations are administered by each department individually. The departmental offices send a FER (attached) to each faculty member, who can indicate whether or not he wishes the evaluation released to the student publication. The evaluations are administered by a student proctor, who is responsible for returning the forms to the departmental offices.

Once the evaluation forms of a class are collected by the department, the forms are sent to the Testing Center for processing. Dave Wiles can give you some further data on classes that might be eliminated for statistical reasons. I believe that any class with less than five (5) evaluation forms is not scored. The Testing Center, not the individual schools, then gives the data to the Student Government directly.

It is possible that some evaluations may be lost in the process. We have seen a few isolated cases in classes that occur after five (5:00pm) since the proctor has no place to deliver the forms, as most departments are closed then. It may be that they never get to the department.

We will remind the staffs to be diligent about checking that the courses which were evaluated and making sure the forms get returned.

Thanks,



MEMORANDUM

TO: All Deans
FROM: W. J. Whelan
Chair, Faculty Senate
DATE: February 21, 1992

A handwritten signature in black ink, appearing to be "W. J. Whelan", written over the printed name in the "FROM:" field.

Provost Glaser and I have sent the attached memorandum to all members of the Faculty concerning teaching evaluations. I am using this memorandum to draw your attention to this action, as well as raising a topic that my predecessor, George Alexandrakis, found necessary to bring to the attention of the Deans last spring.

This was that faculty members had complained to the President of the Undergraduate Student Body that although they had administered their teaching evaluations to their students and expected to see the results published by the Student Government, they were disappointed to find their evaluations missing from the publication.

This is, therefore, a request to you to examine your School's processing system to try to ensure, as far as possible, that all teaching evaluations are passed on to the Student Government.

We very much appreciate your help in this important matter. Thank you.

WJW/ca

cc: Provost Glaser
Mr. Irwin Rajj, President Student Government

C, St. Evangeles, WW



February 3, 1992

Dr. Luis Glaser
Provost
240 Ashe, 4628

Dear Luis:

Student Evaluations of Faculty

Irwin Raij recently brought to my attention two memoranda concerning the student evaluations of faculty which were sent out in February and May 1991 and which are attached.

In the first of these you and George Alexandrakis drew attention to a 1989 Faculty Senate resolution, urging all faculty members to make every effort to have their courses evaluated regularly and the results made available to the students.

The May 13, 1991 memorandum from George Alexandrakis related the fact that faculty members were disappointed to find those evaluations missing from the results published by the Student Government.

Do you think that now it is the same time of the year, we should again send out a memorandum and try to anticipate the problem raised in the May 13 Alexandrakis memorandum?

Your advice will be appreciated.

Yours sincerely,

A handwritten signature in cursive script that reads "W. J. Whelan".

W. J. Whelan
Chair, Faculty Senate

WJW/ca
Enclosures



COPY

MEMORANDUM

TO: All Deans

FROM: George C. Alexandrakis *GCA*
Chairman, Faculty Senate

DATE: May 13, 1991

In my recent meeting with Mr. Irwin Raij, President of the Undergraduate Student Body Government, he informed me that several faculty members had called to complain to him that although they had administered their teaching evaluation to their students and expected to see the results published by the Student Government, they were disappointed to find out their evaluations missing from the publication.

I will be very much indebted to you if you would examine your school's processing system to find out if there are any loopholes in it that need correcting.

Thank you very much for your help.

GCA/b

cc: Provost Luis Glaser
Mr. Irwin Raij



M E M O R A N D U M

February 22, 1991

TO: Irwin Raij
President, Student Government

FROM: William R. Butler
Vice President
William R. Butler

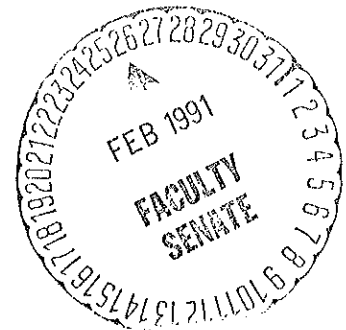
SUBJECT: Faculty Senate Resolution on Student Evaluations
of Faculty

I am pleased to transmit to you the recent memo dated February 15, 1991 from the Chairman of the Faculty Senate and Provost emphasizing to the University's faculty the importance of student evaluation of teaching as well as the release of the evaluation results to students.

Dr. Alexandrakis and Provost Glaser have assured me that the faculty will make an extra effort to address and support this very important student concern.

WRB:lf
Attachment

cc: Dr. Alexandrakis ✓
Provost Glaser
Academic Deans



Vice President for Student Affairs
P.O. Box 248193
Coral Gables, Florida 33124-4602
(305) 284-4922

RECEIVED
FEB 15 1991
VP FOR
STUDENT AFFAIRS



MEMORANDUM

TO: The Faculty

FROM: G. Alexandrakis, Chairman, Faculty Senate GCA
L. Glaser, Provost *LG*

DATE: February 15, 1991

SUBJECT: Faculty Senate Legislation #88009(D) -
Resolution on Student Evaluations of Faculty

On March 6, 1989 the Faculty Senate passed the following resolution regarding student evaluations of the Faculty.

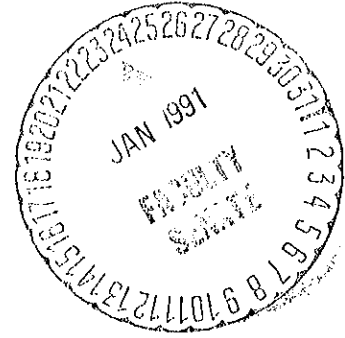
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In light of these considerations, the Faculty Senate reaffirms its commitment to the long standing University policy of providing students with the opportunity to evaluate the teaching in courses offered by the Faculty of the University.

In addition, the Faculty Senate calls upon all departments and undepartmentalized schools to review their methods and procedures in order to assure the regular and systematic administration of student evaluations.

We urge all Faculty members to make every effort to have their courses evaluated regularly and the results made available to the students.

GCA/LG/b



Executive Vice President and Provost

MEMORANDUM

January 22, 1991

TO: Dr. George Alexandrakis
Chairman, Faculty Senate

FROM: Luis Glaser
Executive Vice President
and Provost

A handwritten signature in black ink, appearing to be "Luis Glaser".

SUBJECT: Release of Faculty Evaluations

This matter is still pending as an item of legislation passed by Student Government.
Can I get your advice on how to proceed?

Thank you.

LG:tmp




Executive Vice President and Provost

MEMORANDUM

November 20, 1990

TO: Dr. William R. Butler
Vice President for Student Affairs

FROM: Luis Glaser
Executive Vice President
and Provost 

SUBJECT: Release of Faculty Evaluations

Last year I wrote a letter to all the deans pointing out that faculty evaluations by students were required but it was the faculty's privilege to release, or not to release these to students. Whatever peer pressure is generated by the failure of release is the faculty's problem. There is no way that I believe that we can, or should, compel faculty who must participate in the process to release this information to students. Given that we had a clear decision on this process a year ago, I do not think that any additional action, other than to veto the bill from Student Government, can be taken.

Please understand that personally I would encourage every faculty member to participate, but requiring it is a different matter.

LG:tmp

cc: President Edward T. Foote II
Dr. George Alexandrakis ✓
Dr. Ross Murfin



MEMORANDUM

November 19, 1990

TO: Dr. Luis Glaser
Executive Vice President and Provost

FROM: William R. Butler
Vice President

A handwritten signature in cursive script that reads "William R. Butler".

SUBJECT: Student Senate Bill #90121

I am officially transmitting this Bill to you for review and action. We have 30 days to either respond or seek an extension of time before acting.

I suggest that Ross Murfin and George Alexandrakis be asked to prepare the University's response.

Please let me know if this approach meets with your approval.


WRB/gc
Attachments

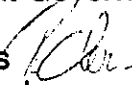
cc: President Foote
Dr. Ross Murfin
Dr. George Alexandrakis



MEMORANDUM
November 12, 1990

To: Dr. William R. Butler
Vice-President for Student Affairs

From: Irwin P. Raj 
President of Student Government

Peter A. Christiaans 
Speaker of the Senate

Re: Senate Action #90121 - A BILL TO REQUIRE THE RELEASE OF
FACULTY EVALUATIONS FROM THE FACULTY AND STAFF AT
THE UNIVERSITY OF MIAMI

On October 31, 1990 the Student Government Senate passed legislation to require the release (in addition to the administration) of Faculty Evaluations.

The above referenced bill was written regarding some of the problems with this year's evaluations. Through the process of putting together, and printing, 10,000 copies for the University Community, it became painfully apparent to Student Government that several professors and some departments had not released their evaluations.

This surprising, and troubling information prompted more research on the issue, and in time it was discovered that the original resolution passed by the Faculty Senate only secured the administration of the evaluations, not their release!

Student Government feels that the failure to distribute the results from the evaluations is a great disservice to students, faculty, staff, and administrators.

Clearly, the very goal of having students evaluate their professors is to benefit the University Community by releasing the results of those evaluations. Not only do the results give students a general idea about an instructor and course, but they provide feedback for professors as well. This feedback allows a professor to analyze his/her strengths and weaknesses in order to improve the quality of their work. Moreover, it holds the professor accountable for their classroom instruction.

Consequently, the purpose of this bill is not only to guarantee the administration of faculty evaluations but, equally important, to guarantee students access to this valuable information.

Dr. William R. Butler
Vice-President for Student Affairs
November 12, 1990
Page 2

Students unquestionably deserve to receive the best education that their tuition dollars buy. This goal can be facilitated by the administration and availability of Faculty Evaluations from all professors and departments. Therefore, Student Government feels that it would be in the best interest of the students, faculty, and staff of this University if the aforementioned legislation were approved.

cc: President Edward Foote II
Provost Luis Glaser
Dr. George Alexandrakis ✓
Dr. Mary Sapp
Ms. Ali Koshy
Dr. Craig Ullom
The Miami Hurricane

UNIVERSITY OF MIAMI - - - - STUDENT GOVERNMENT
EXTERNAL RESPONSE TRANSMITTAL FORM

SECTION I. External Response Bill Number: Cat. (D) #90121
Name of Bill: A BILL TO REQUIRE THE RELEASE OF FACULTY EVALUATION
Date Attached Bill passed by SG Senate: Oct. 31, 1990
Date transmitted to SG President: Nov. 12, 1990

Peter Christensen
Signature of Speaker of SG Senate

SECTION II. TO BE COMPLETED BY THE SG PRESIDENT:

Date of receipt of attached Bill: Nov. 12, 1990
Date of President's action: Nov. 12, 1990
The attached Bill is Vetoed _____ OR approved with modification (line item vetoed) _____ OR approved ✓ OR forwarded (neither approved nor vetoed - but 10 - day lapse) _____

[Signature]
Signature of SG President

SECTION III. TO BE COMPLETED BY THE SPEAKER OF THE SG SENATE:

SG Presidential veto (to include line-item vetoes) on the Attached legislation overridden on _____ OR attached Bill forwarded on _____ as it was not acted upon by the SG President within 10 days.

Signature of Speaker of SG Senate

SECTION IV. TO BE COMPLETED BY THE OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS (ACTION ON LEGISLATION WILL BE TAKEN ONLY WHEN SECTION I. AND II. OR III. ABOVE HAVE BEEN COMPLETED.)

Date of receipt of Bill: _____
This legislation was referred to _____
_____ on _____
The office of the Vice President of Student Affairs: (check one)
Approved _____, Approved with modification(s) _____, or Vetoed this legislation _____.

Signature of the Vice President
for Student Affairs

Action #90121

Category D

AUTHOR: Irwin P. Rajj, President
Student Government

Peter Christiaans
Speaker of the Senate

SPONSOR: Manisha Singh
Speaker Pro Tempore

**A BILL TO REQUIRE THE RELEASE OF FACULTY EVALUATIONS FROM THE
FACULTY AND STAFF AT THE UNIVERSITY OF MIAMI**

ARTICLE I: All professors in every school and or department at the
University of Miami shall not only administer but be required
to release Faculty Evaluations.

ARTICLE II: The Undergraduate Student Government shall have the
right to obtain the statistics of these evaluations from the
testing center of all classes offered at the University of Miami
for the Student Body.



COPY

Executive Vice President and Provost

M E M O R A N D U M

September 5, 1989

Approved

TO: All Deans

FROM: Luis Glaser
Executive Vice President
and Provost *Luis*

SUBJECT: Faculty Teaching Evaluations

This is a reminder that the University expects faculty to be evaluated regarding their teaching, and that the evaluation includes an evaluation by students in each course in which the faculty member participates. The evaluation should be made available to the Department Chair and to the appropriate Dean.

The faculty members have the right not to release the numerical scores of the objective part of the evaluation to the students, but both parts of the evaluation (both the numerical as well as the student comments) must be available to the Chair and to the Dean.

We hope that everyone participates in this activity which will help us maintain high standards in our teaching.

LG:nh

cc: President Edward T. Foote II

MEMORANDUM

TO: President Edward T. Foote II

FROM: Dr. George C. Alexandrakis
Chairman, Faculty Senate

DATE: March 14, 1989

SUBJECT: Faculty Senate Legislation #88009(D) -
Resolution on Student Evaluations of Faculty

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