

TO: The Executive Committee

FROM: The Advisory Committee on Lecturers

DATE: March 1, 1984

The ACL appreciates the enormous amount of work involved in the long, deliberative process of fairly evaluating lecturers. In addition, the ACL wishes only to supplement and enhance the work of the EC. We applaud the EC for its adherence to a consistent, uniform ranking procedure as the fairest possible mechanism for evaluation under present circumstances. We also appreciate the many hours it takes each EC member to read numerous student comments from individual evaluation sheets in order to give each lecturer a chance to be evaluated by means other than impersonal percentiles and statistics. Further, lecturers who are attempting to maintain high academic standards appreciate the EC's reading of Course Instructor Survey forms in the context of grades given so that easy graders are not automatically given the highest evaluations.

For this present academic year, the ACL recommends the following two additional criteria for the EC's consideration as it prepares to evaluate and rank lecturers for the 1984-85 academic year:

1. In the rehiring process, the EC should give priority to those experienced lecturers who have given effective and faithful service to the Department for two or more years. If the situation arises that a veteran lecturer receives a lower evaluation than he or she received the previous year, the EC should average the two years' rankings.
2. Lecturers should be encouraged to write a one page, double-spaced letter to be submitted with the Course Instructor Surveys. This letter would be a statement about the lecturer's sense of the past year as a phase in his/her intellectual and professional development. The letter could also touch upon what the lecturer brings uniquely to the classroom and any peculiar circumstances which affected the lecturer's evaluations.

For the EC during the 84-85 academic year, the ACL offers the following suggestions:

1. The CIS for lecturers should include a percentile ranking that applies only to lecturers teaching composition and survey courses. This ranking can easily be added to the present format.
2. The EC should authorize the Measurement and Evaluation Center to add a question or questions to the present CIS to indicate the amount of writing and other work required by the lecturer so that the EC can readily determine from student responses any situation where a lecturer might not be requiring at least the minimum number of assignments in a given course. It is to be understood that this recommendation is in no way intended to infringe upon the academic freedom of the individual lecturer, but is requested to insure at least minimum compliance with course standards.

Respectfully submitted,

David F. Beer, Chair