

Annual Report of the Assessment of Instruction Committee (AIC)

(1) Current Committee Membership

Committee Membership	Appointed From
Daniel Berman	Provost
Gary Blau	Faculty Senate
Ina Calligaro	Faculty Senate
Gina Calzaferrri	Provost (Liaison to Provost's Office)
Kevin Delaney	Provost
Joseph DuCette	Provost (Chairperson)
Eric Eisenstein	Faculty Senate
Stephanie Fiore	Provost
Steven Fleming	Faculty Senate
Nicholas Goodyear	Faculty Senate
Zebulon Kendrick	Provost
Matthew Miller	Faculty Senate (Student Representative)
Bernie Newman	Faculty Senate
Moritz Ritter	Faculty Senate
Wes Roehl	Faculty Senate
Daniel Spaeth	Faculty Senate
Karen Turner	Faculty Senate
Kimmika Williams-Witherspoon	Faculty Senate

(2) Structural Changes: NONE

(3) Number and frequency of meetings:

The committee met five times in the fall and seven times during the spring semester, holding one or two meetings a month September through April.

(4) Issues addressed by the committee:

The major goal of the AIC committee for the year was to recommend changes to the Student Feedback Form (SFF) including updates to the form items and changes to the process. Institutional Research and Assessment (IRA) in conjunction with Information Technology Services (ITS) has been working for the last two years on a major revision and updating of the SFF platform. The new system for administering feedback forms allows for numerous changes such as the flexibility to add items at various levels including: course attribute (e.g., General Education, Honors, Writing Intensive, Online), the school/college, the department, and the individual instructor. In preparation for the administration of the new system, the committee considered various issues related to form items and other process changes required for implementation of the new system. The committee focused on the following areas during the 2018 – 2019 academic year:

- (1) Propose a set of core items to be included on all forms.
- (2) Propose a draft item bank.
- (3) Create a handbook of best practices for using SFF data.

(5) Decisions or actions taken on issues:

Of the three areas listed above, 1 and 2 have been accomplished. The proposed four core questions chosen by the committee are presented below.

Proposed Core SFF Items

Proposed Item	Current Wording
1. The instructor was organized and prepared for class.	3. The instructor was well organized and prepared for class.
2. So far, the instructor has applied grading policies fairly.	7. So far, the instructor has applied grading policies fairly.
3. Overall, the instructor was effective in helping me learn the material in this course.	8. The instructor taught this course well.
4. Overall, I learned a great deal from this course.	11. I learned a great deal in this course.

The Office of Institutional Research and Assessment reviewed the item bank approach in place at other institutions. Numerous item banks were acquired from a wide variety of colleges and universities and two institutions gave permission to use their item banks in their existing form. From these item banks, a draft version of the Temple Item Bank was created with input from the committee.

Only limited progress has been made on creating a handbook of best practices for using SFF data. The Office of Institutional Research and Assessment is doing an internet search for existing handbooks which will be shared with the committee in the fall.

(6) Name/contact info of chair for 2019-2020 academic year

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