[Policy Manual](http://gcsu.smartcatalogiq.com/en/Policy-Manual/Policy-Manual)  /  [Academic Affairs](http://gcsu.smartcatalogiq.com/en/Policy-Manual/Policy-Manual/Academic-Affairs)  /  [Governance](http://gcsu.smartcatalogiq.com/en/Policy-Manual/Policy-Manual/Academic-Affairs/Governance)  /  Development Review Revision and Archiving of University Policy

**Policy Name:** Faculty Review System and Annual Evaluation SRIS policy Revisions

**Policy Statement:**

This policy language will replace existing language in two sections of the current Policy Manual: the [Faculty Review System](https://gcsu.smartcatalogiq.com/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/faculty-review-system-philosophy-and-general-procedures/) and the [Annual Evaluation](https://gcsu.smartcatalogiq.com/en/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/teaching-effectiveness-assessing/) sections.

**From the Faculty Review System policy:** GCSU places the most emphasis on excellent teaching in its evaluation of faculty members. Consequently, every GCSU instructor is required to administer the Student Rating of Instruction Survey (SRIS) in all courses during the fall and spring semesters. In this way, instructors obtain summative feedback from students. GCSU utilizes a system of faculty evaluations by students, with the improvement of teaching effectiveness and student learning as the main focus of these student evaluations. The evaluation procedures may also utilize a system of peer evaluations, with emphasis placed on the faculty member’s professional development across the scope of their responsibilities.

GCSU values learner-centered teaching and noteworthy involvement in student success activities, and it believes that effective assessment of teaching is entwined with the assessment of learning. The measure of Teaching Effectiveness and Student Learning should include assessments of both instructional quality and quality learning. GCSU maintains that effective assessment should go beyond opinions collected from the SRIS. Faculty members are welcome to submit their own documentation in addition to that required by the college or department. Criteria should include measures such as an assessment of student perception, evidence of effective student learning, the use of continuous improvement methodologies, peer assessment of pedagogy, an evaluation of curricular design, quality of assessment and course construction, and the use of established learning science methodologies.Seeking continuous improvement, every instructor at GC should consider assessing teaching and learning in their classes with at least one instrument or measure, in addition to the administration of the SRIS.

Evaluation of the Student Success component of teaching effectiveness will involve an assessment of the faculty member’s involvement in activities inside and outside the classroom that deepen student learning and engagement for all learners. These aspects may include effective advising and mentoring; undergraduate and graduate research; other forms of experiential learning; engagement in other high impact practices; the development of student success tools and curricular materials; strategies to improve student career success; involvement in faculty development activities; and other activities identified by GCSU to deepen student learning. Examples include, but are not limited to, Centers for Teaching and Learning, Chancellor’s Learning Scholars, Faculty Learning Communities and MomentumU@USG.

These institutional policies, processes, and stated criteria incorporate appropriate due process mechanisms and support the principles of academic freedom.

**From the Annual Evaluation policy:** GCSU places the most emphasis on excellent teaching in its evaluation of faculty members. Consequently, every GCSU instructor is required to administer the Student Rating of Instruction Survey (SRIS) in all courses per term during the fall and spring semesters. In this way, instructors obtain summative and also often formative feedback from students.

GCSU values learner-centered teaching, and it believes that effective assessment of teaching is entwined with assessment of learning. Therefore, the institution maintains that effective assessment must go beyond opinions collected from the SRIS. Seeking continuous improvement, every instructor at GCSU assesses teaching and learning in their classes with at least one instrument or measure. These assessments are in addition to the administration of the Student Opinion Survey.

**Definitions:**

*Student Rating of Instruction (SRIS):*

An online form designed to collect feedback from students regarding teaching effectiveness.

*Class:*

A section of a course containing a group of students who have registered for that section.

*Instructor:*

The faculty member responsible for conducting the day-to-day instructional activities for a class and the assignment of grades to the students taking the class.

**Keywords:** evaluation of teaching; faculty evaluation; individual faculty review

**Reason for the Policy:**

The University System of Georgia Board of Regents Policy Manual (8.3.5.1) requires that each institution, as part of its evaluative procedures, will utilize a written system of faculty evaluations by students, with the improvement of teaching effectiveness as the main focus of these student evaluations.

Each USG institution shall establish clearly stated promotion criteria (BOR Policy 8.3.6) and procedures that emphasize excellence in teaching for all teaching faculty. Similarly, the minimum criteria for tenure include superior teaching, which requires demonstration of excellence in instruction (BOR Policy 8.3.7).

Therefore, the major purposes of the evaluation of teaching are to be one factor for evaluators to use to help determine the level of teaching performance in order to improve teaching effectiveness, to assess progress toward promotion and tenure, and to inform annual faculty evaluations.

This policy will bring GCSU into alignment with other USG institutions in our use of SRIS as one evaluation criteria for our faculty review process.

**Proposed Outcome:**

The application of this policy should ensure a coordinated university-wide approach to the use of student opinion surveys as one means of evaluating teaching effectiveness.

**Applicability of the Policy:**

The teaching performance of all instructors, regardless of their academic ranks or tenure status, is subject to evaluation. This policy applies to all instructors.

**Related Policies:**

Board of Regents Policy Manual

8.3.5 Evaluation of Personnel

8.3.6 Criteria for Promotion

8.3.7 Criteria for Tenure

**Procedures:**

No change in procedures are required at this time.

**Non-Compliance:**

Failure to comply with the requirements of this policy may result in disciplinary action up to and including termination or expulsion in accordance with relevant University policies and may result in prosecution in accordance with state and federal law.

Creation Date: Month, Year for new policies

Revision Date: Feb 9, 2024

Last Reviewed Date: Month, Year

Next Review Date: Month, Year - Two years from Last Reviewed Date

Responsible Department: Academic Affairs

Cabinet Approval Date:

Effective Date: