**Charge:**

1. To review best practices in student evaluations and survey response rates, adopting those appropriate for Santa Fe College and its students' evaluation of faculty effectiveness.
2. To review the student opinion survey questions to address the faculty instructor practices, learning conditions, and the course under evaluation.
3. To review the current student opinion survey questions for actionable feedback to faculty to help inform improvement of specific areas of practice, learning conditions, and/or course.
4. To determine the best practice survey mechanism to increase student participation rates and open/close dates for the student opinion survey.

**Timeframe:** Spring semester, to begin in January 2024 and complete draft recommendations to present for first reading at the April 9, 2024 EC meeting. The Ad-hoc committee charge will expire after the second reading and vote of the EC committee. The Ad-hoc committee will sunset with a recommendation to the Senate Executive Committee after the second reading at the April 23, 2024 meeting .

**Membership:** Bobby Hom, Page Jerzak, Gary Hartge, Melanie Roberti, and at least one faculty member(s) from the Professional Committee. A student member to offer their perspective to the committee on the student opinion survey would be desirable and is the responsibility of the Membership to apply.

**Meeting Frequency:** Bi-weekly during weeks Senate is not scheduled to meet and as needed

**Meeting Dates / Times:** TBD based on membership schedules and availability to fulfill the charge

**Meeting Format:** Zoom or Teams

**Required Information:** Current Student Opinion Survey Questions; ACUE Student Evaluations of Teaching: Best Practices ([link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Facue.org%2Fwp-content%2Fuploads%2F2023%2F06%2FACUE-Student-Evaluations-of-Teaching-Best-Practices.pdf&data=05%7C02%7Cgeorge.tedder%40sfcollege.edu%7Cc929baf3e0834bfd4d0108dc0000e810%7C0b39e318fb3248d9a7954256f0572493%7C0%7C0%7C638385251150802070%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=g70cqQHBrVqfFfEuZQhBPk6FKod7NK1i3%2FdDrdCnXpM%3D&reserved=0)); Community College Survey of Student Engagement ([link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ccsse.org%2Frefresh%2FCCSSE_Refresh_Sample.pdf&data=05%7C02%7Cgeorge.tedder%40sfcollege.edu%7Cc929baf3e0834bfd4d0108dc0000e810%7C0b39e318fb3248d9a7954256f0572493%7C0%7C0%7C638385251150802070%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=fUdLy8X2fDTshSUHkAETCpvl%2BKbQ7KQ0Xhz8P83KXjk%3D&reserved=0)); Survey of Entering Student Engagement ([link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ccsse.org%2Fsense%2Faboutsurvey%2Fsurveys_PDF%2FSample%2520SENSE%2520survey%25202009.pdf&data=05%7C02%7Cgeorge.tedder%40sfcollege.edu%7Cc929baf3e0834bfd4d0108dc0000e810%7C0b39e318fb3248d9a7954256f0572493%7C0%7C0%7C638385251150802070%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=DRdPILfoyxreUpfYOgjStyF46JZBgcn6%2FCU5khHsbLU%3D&reserved=0)); other best practices in student evaluations and survey response rates to be provided by Gary Hartge, Page Jerzek, Bobby Hom