

**Section 706.3.2.b. of the Administrative Manual for Temporary Academic Personnel
Policy on Procedures for Evaluating Teaching Effectiveness (Lecturers)**
(Reaffirmed December 4, 2012)*

706.3 University-wide Procedures for Evaluating Teaching Effectiveness

2. Departments shall establish procedures for collecting, processing, and interpreting written student evaluations of teaching effectiveness. Such procedures shall adhere to the following guidelines:
 - b. Written student questionnaire evaluations shall be required for all faculty members who teach. A minimum of two (2) classes annually for each faculty member shall have such written student evaluations. Those lecturers teaching only one class per year should be evaluated by students in that class. Student evaluations shall be conducted in classes representative of the faculty member's teaching assignment. Unless consultation with an academic unit has resulted in an agreement by the administration and faculty to evaluate all classes, the classes to be evaluated shall be jointly determined in consultation between the faculty member being evaluated and the faculty member's Department Chair. In the event of disagreement, each party shall select 50% of the total courses to be evaluated.

*This policy was reaffirmed by the Faculty Senate and the University President to comply with changes to the Collective Bargaining Agreement in Fall 2012.