



State University of New York  
College of Environmental Science and Forestry

## Faculty Governance

Resolution No: 2011-2

A RESOLUTION of the SUNY College of Environmental Science and Forestry Faculty  
Introduced by the Committee for Instructional Quality and Academic Standards

REQUESTING A MODIFICATION TO THE ELECTRONIC COURSE SURVEY PROCEDURES

WHEREAS the delivery of the course survey in an electronic format has used the same procedures developed for the previous paper format;

HAVING SEEN that the student participation in the process has been hindered by some of these procedures;

RECOGNIZING that students have requested more time to complete the surveys;

RECOGNIZING that survey results are not significantly altered by administering them at between 2/3 and 3/4 of the way through the course;

RECALLING that faculty have the ability to control their individual course survey availability within a window;

RECALLING that the Undergraduate Student Association has written in support of student participation, with the proviso that students be allowed to consciously select an option to not participate; and

RECOGNIZING that the faculty need feedback to evaluate the effectiveness of their efforts to encourage participation.

NOW, THEREFORE, BE IT RESOLVED that:

1. The default period available for the students to complete the surveys be changed from two weeks to the last 25% of course term, ending before the first day of exams.
2. The instructor be given **real-time** information on the number of students that have participated during this open period.
3. The students be given an option to enter the course survey system, and select an option to not complete any individual course survey.

BE IT FURTHER RESOLVED that:

The Executive Chair of the SUNY College of Environmental Science and Forestry Faculty Governance convey in writing (email is acceptable) the contents of this resolution to the President of the College and Faculty Chair of this body, with copies to \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ within ten (10) days of the date of approval below. The contents of this resolution shall also be conveyed to the main body of the SUNY-ESF faculty via email, campus news, the faculty governance website, and shall be included *verbatim* in the minutes of the meeting at which it was passed.

Approved and adopted the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Following Roll Call Vote:      Ayes:            \_\_\_\_\_  
   Nos:                \_\_\_\_\_  
   Absent:            \_\_\_\_\_

\_\_\_\_\_  
Secretary for the SUNY College of Environmental Science and Forestry  
Faculty