

INTERDEPARTMENTAL MEMORANDUM

11 December 2010

To: AL&L faculty
From: W Boltz, chrmn

Re: Required student class evaluations

As mentioned in the faculty meeting of 10 December, 2010, the department requirement for student class evaluations has been revised as follows:

For Teaching Assistants, Lecturers, Sr. Lecturers and Assistant Professors:
all courses must be submitted to a student evaluation.

For Associate Professors:
two courses per academic year must be submitted to a student evaluation.

For Full Professors:
one course per academic year must be submitted to a student evaluation.

This policy was decided by a unanimous approval of the department executive committee, after consultation with the Divisional Dean for Humanities and Arts who agrees with the proposed policy.
