

Policy on requesting that course evaluations be used for diagnostic purposes only.  
Approved by the General Faculty in 1993

2) Upon successful completion of the reappointment review, a faculty member may be granted, (subject to the approval of their Department Chair), the request that for at most one course a year the teaching evaluations be used for diagnostic purposes only, due

to the fact that the course is being taught for the first time by the faculty member or because they are planning on making significant revisions or are trying new pedagogical techniques.

**Rules:**

1) Following the completion of the course, the faculty member must submit a detailed self-assessment report analyzing the success of the course including an analysis of the revisions or new techniques if the course was not a new one. This report is to be submitted to the Department Chair (with a copy to the Associate Dean) and is to be followed by a meeting with the Department Chair to discuss the self-assessment together with the student evaluations.

2) This option to use teaching evaluations for diagnostic purposes can not be applied to the same course in the same or consecutive years (or in consecutive times it is offered if this is every other year).

3) A faculty member can not make a new request to use teaching evaluations for diagnostic purposes, if the self-assessment report (and the meeting with the department chair) for the previous such course has not been completed.