INDIVIDUAL FACULTY SELECTION OF ITEMS FOR FALL 2009
STUDENT EVALUATION OF COURSES AND TEACHING EFFECTIVENESS

Please submit a separate form for each course/section you are teaching. Send the completed form(s) to the Office of the Registrar, Asbury Building, by Friday, September 11, 2009.

Courses exempted from the evaluation include: independently supervised courses (i.e., any reading courses, study projects, internships, cooperative education placements, thesis and dissertation work that are independently supervised), and courses with enrollment of fewer than six students.

Please type or print clearly.

INSTRUCTOR-SELECTED ITEMS

List below the code numbers of up to five items from the Bank of Items to be included as “Items Selected by the Instructor” on the student evaluation forms for the course indicated above. Copies of the Bank of Items are on file in your teaching unit office or available via the web.* When selecting your items please do not duplicate any of the core questions or any of the items your teaching unit is using for the academic year.

ITEMS NOT IN THE BANK

If the Bank of Items* does not cover your particular needs, you may include an individually-designed item on your student evaluation forms by typing or clearly printing this new item on the two lines immediately below. Individually-designed items must be statements that students can answer on the “Strongly Disagree—Strongly Agree” scale; individually-designed items may not be longer than 98 characters, including blanks/spaces and punctuation.

Be sure to sign this form and return it to the Office of the Registrar by Friday, September 11, 2009. Forms may be faxed to 202-885-1049.

Course Instructor’s
Signature_________________________Date____________________

* Additional copies of the Bank of Items may be obtained from your teaching unit office or from our web site: www.american.edu/american/registrar/evaluation.html