**MOTION ON TIMELINE FOR STUDENT COURSE EVALUATIONS**

**Referred by: Governance Committee**

**MOTION**The Faculty Senate recommends the following changes to the *T&R Faculty Handbook* related to the timeline for student course evaluations.

*Current Language:*

Section 1.4.1.4.2 Evaluation Procedures for Special Purpose, Full-time Temporary, and Part-time Faculty

…

The Personnel Committee shall administer student evaluations of special purpose and full-time temporary faculty between the twelfth and the fourteenth weeks of the semester for all courses, every semester. The appeals procedures shall also be the same as for tenure-track faculty.

….

*Proposed Revision:*

Section 1.4.1.4.2 Evaluation Procedures for Special Purpose, Full-time Temporary, and Part-time Faculty

…

The Personnel Committee shall administer student evaluations of special purpose, full-time temporary, and part-time faculty between the eleventh and the fourteenth weeks of the semester for all courses, every semester. The appeals procedures shall also be the same as for tenure-track faculty.

...

**RATIONALE**The *Handbook* currently specifies that student course evaluations must be conducted between the eleventh and fourteenth weeks of the semester for tenured and tenure-track faculty (Section 1.4.1.3, item 1). The Handbook later specifies that student course evaluations must be conducted between the twelfth and fourteenth weeks for special purpose, full-time temporary, and part-time faculty. This creates unnecessary complexity for Personnel Committees. The proposed revision extends the timeline for special purpose, full-time temporary, and part-time faculty to the eleventh to fourteenth weeks of the semester to be consistent with the timeline for tenured and tenure-track faculty.

In addition, Section 1.4.1.4.2 specifies “Part-Time Faculty” in the title of this section, but this group is not included in the handbook language. The change inserts “part-time faculty” in the first sentence of this section to rectify this error.