Navigating Student Ratings at Stockton: Fall 2022

Question 1: Which courses do you need to evaluate?	A) **Untenured faculty**	All your courses, except those excluded from process, as per MOA.
	B) **Tenured faculty** (starting in year 6 of teaching at Stockton)	Across each academic year (fall and spring), be evaluated in half of your courses. The courses should represent a full range of teaching responsibilities (i.e., for many faculty one program course per term and one G course per year).
Question 2: What form do you use?	A) Enrollment of 16 or greater on census day	IDEA
	B) Enrollment of 15 or less on census day	Small Class Instrument
Question 3: Will you administer method should I choose (Asynchronous or Synchronous)?	A) **Asynchronous**	Your students will receive e-mails every 3 days from the Anthology/Campus Labs system to complete your survey (for sub terms every 2 days). You may choose to (also) take time in class to administer the survey to achieve a higher response rate or distribute the survey link to students via e-mail or Blackboard. This practice is recommended if applicable to your course and pedagogy. This is the default administration for surveys (if you do not make an administration choice for your survey it will default to asynchronous administration).
	B) **Synchronous**	Your students will NOT receive any e-mails to complete your survey. You will choose a day to administer your survey (in class or via Zoom) and must obtain the link to your survey/s via the Anthology/Campus Labs system the day your survey opens. The survey will remain open for an additional two days.

Fall 2022 Dates to remember:
October 25: (This is the first Preceptorial Advising Day)
Deadline to enter the Student Ratings of Teaching System and choose administration type/dates.
NOTE: Objectives for Small Class Instrument (SCI) surveys must be selected at the time that administration type/dates are selected.

Prior to the first day of your survey administration (for each course):
Deadline to add any additional questions to the survey in the Anthology/Campus Labs system
Deadline for IDEA surveys (only) to enter objectives in the Anthology/Campus Labs system

Survey Administration Periods:
Sub Term A courses: October 7-13
Sub Term B courses: December 3-9
Full Term courses: November 26-December 9
Results will be available to faculty on December 24th in the Anthology/Campus Labs system.
For exceptions to any of these guidelines, appeal in writing to Dr. Alaina Walton, Staff Liaison for IDEA.