



Brandy Jackson, Chair

1. Develop parameters for the configuration Watermark CES for deployment in Spring 2023.
 - a. Develop high quality course evaluation question set to implement evidence-based best practices for normed university-wide question set. -
 - b. Develop initial standard practice parameters for Watermark CES use, e.g. confidentiality parameters, guidelines for instructors for course-specific questions. -
 - c. Work with faculty piloting the software and solicit feedback from the broader faculty to tailor implementation to WSU needs and interests. -
2. Review teaching evaluation policies, procedures, and practices and recommend updates for AY 2023-2025.
 - a. Develop evidence-based guidelines for teaching evaluation, with focus on evaluation methods that are independent of student perceptions.
 - b. Work with T&P Committees and other institutional units as appropriate in the review and development of recommendations.
 - c. Recommend updates to university policy if/when needed.

2024

- Targeted Evaluation Pilot
- Develop Individual Questions
- Course evaluation best practices toolbox
- Norming continues

2025

- Complete Charge
- Collaborate as needed

- Number of responses cut-off moved from 5 to 4
- Comments only – not an option through Watermark
- A process was developed to confirm the survey was requested but not enough responses ([ARC](#) training and [webpage](#))
- Response rate SP23 and SU23 ~ 73%; FA23 ~ 89%
- Access to reports – policy 4.31
- Developed a process for obtaining results after termination

- Developing Individual Course Questions with best practices
- Pilot a targeted survey in fall 2024
- Develop a course evaluation best practices toolbox
- Collaborate with the faculty evaluation alignment committee as needed

