

**SAN JOSÉ STATE
UNIVERSITY
ONE WASHINGTON SQUARE
SAN JOSÉ, CA 95192**

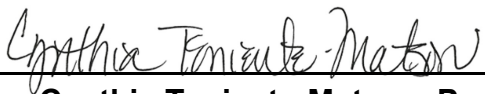
**Amendment E to University Policy F12-6, Evaluation in
Effectiveness in
Teaching for all Faculty**

Legislative History:

On March 17, 2025, the Academic Senate approved Amendment E to University Policy F12-6, Evaluation in Effectiveness in Teaching for all Faculty, presented by Senator Riley for the Professional Standards Committee.

Action by University President:

Date: April 1, 2025

Signed and approved by: 
Cynthia Teniente-Matson, President,
San José State University

University Policy

**Amendment E to University Policy F12-6, Evaluation in
Effectiveness in
Teaching for all Faculty**

Legislative History: The proposed amendment would modify section H.5 of the existing policy, F12-6, Evaluation in Effectiveness in Teaching for all Faculty.

Rationale: The Professional Standards Committee, in consultation with the Student Evaluation Review Board (SERB), recommends two modifications to F12-6, section H.5. The first will clarify that SOTEs will conclude in alignment with the University-published timeframe(s) for culminating activities. The second will allow SOTEs to open earlier in courses that have 15 or fewer instructional days because current policy requires 10 calendar days be provided for the completion of SOTEs. As a result, in a winter session course with 15 instructional days, SOTEs

would have to open on the eighth instructional day to comply with § H.5. This is why winter session courses are not SOTEd even though a majority of courses with five or more students should be SOTEd per § E.4. In a class with 12 or 13 instructional days, SOTEs would need to open on roughly the fifth instructional day to comply with policy. There are currently courses as short as five instructional days on campus. Of particular concern to Professional Standards is that all of these shorter courses can be taught by faculty as part of their academic assignment and thus constitute important evidence for their evaluation. Amending the policy as recommended will clarify the timeline and allow SOTEs to be collected in courses with 15 or fewer instructional days, thereby producing important evidence for faculty evaluations.

Resolved: That section H.5 of F12-6, Evaluation in Effectiveness in Teaching for all Faculty, be modified as follows

Approved: March 10, 2025

Vote: 10-0-0

Present: Magdalena Barrera, Caroline Chen, Dawn Hackman, Farzan Kazemifar, Gilles Muller, Chima Nwokolo, Sarika Pruthi, Priya Raman, Shannon Rose Riley (Chair), Gigi Smith

Absent: None

Financial Impact: None.

Workload Impact: None foreseen.

5. The period of time in which the SOTES will be administered shall be set by SERB in consultation with the Senior Director of IRSA, but must conclude no later than the final day of the University-published timeframe for culminating activities, guaranteeing their completion before final grades are due. If the course is part of a standard semester, a minimum of the final ten calendar days of the course term will be provided to respond. If a course term is 15 instructional days or fewer, then the final four calendar days of the course term will be provided for students to respond. The specific timeframe for administration of the survey shall conform with these requirements and be established to best enhance the integrity and quality of the survey results.