

**Agreement between William Paterson University and AFT Local 1796  
Regarding Student Opinionnaires**

In the interest of amicable employer-employee relations, the University and AFT Local 1796 agree to the following procedures regarding the use of student opinionnaires in faculty teaching assessment:

1. The Administration and the Union agree to the attached student opinionnaire to be used for all faculty personnel processes (retention, tenure, promotion, range adjustment, and post-tenure review). Handbook language shall be modified to reflect this modification. Opinionnaires shall be used for assessment of individual faculty members only. They are not intended to be part of general data collection by the Administration. The standardized questionnaire may be modified with input from faculty and negotiations between the Administration and the Union.
2. The opinionnaire can only be administered in the spring and fall semesters for assessment. For WP Online, the timeframe for assessment also includes May through September.
3. In 15-16 week in-class and hybrid courses, the deployment window for the instrument will be between the beginning of the ninth and the end of the thirteenth week in each semester/timeframe specified in #1. For seven week courses, the deployment window for the instrument will be between the beginning of the fourth and the end of the fifth week in each semester/timeframe specified in #1. To maximize return rates, for in-class courses, the instrument will be deployed in the class period selected by the faculty member within the deployment window. For on-line courses, the instrument will be deployed in the week selected by the faculty member within the deployment window.
4. After final grades have been submitted, faculty can generate their reports.

## Student Course Opinionnaire Question Items

Questions using 5-point Likert scale (Strongly Agree, Agree, Neutral, Disagree, Strongly Disagree)

The instructor...

1. Provided a syllabus with clear course goals and objectives.
2. Specified grading criteria on the syllabus.
3. Presented course content in an organized manner.
4. Provided course material that challenged student knowledge.
5. Was accessible for out-of-class assistance.
6. Encouraged participation in the course.
7. Motivated students to learn more about the subject matter.
8. Returned assignments in a timely manner.
9. Provided feedback on assignments.
10. Promoted a respectful learning environment.
11. Encouraged students to apply what they have learned.
12. What do you consider to be the instructor's strengths?
13. How might the instructor improve their teaching?