IDEA course evaluations are replacing SPOT _**this semester**_

As a faculty member, what should I prepare for?

➢ The IDEA instrument requires a Faculty Information Form (FIF – Info) to set up learning objectives

➢ The FIF and student evaluations are all online, including the ability to use mobile devices

➢ When the FIF is ready, you will receive an email from CourseEvals@uncw.edu as notification

➢ On November 25th, your students will receive notification from CourseEvals@uncw.edu that the course is open for evaluation— let them know it is coming

➢ Review strategies for administration of the survey and its benefits over other instruments—see the following page

Approved by Senate Evaluation Committee, November 7th 2013

UNCW

Instructions for administering IDEA

➢ A variety of advice for completing the FIF is available here

➢ A detailed look at selection of learning objectives is available in this [pdf](pdf)

➢ A broad summary of which learning objectives were selected by which disciplines

➢ Sample syllabi using IDEA objectives

➢ ***If you look at nothing else, you must look at this, paying particular attention to:***
  - ➢ ***The three questions in section I that guide you in choosing learning objectives on the FIF***
  - ➢ ***Steps 4 and 5 in section III that give useful instructions for administration of the survey (even though this section refers to paper forms, the principles noted in steps 4 and 5 are germane to any administration of IDEA)***
  - ➢ ***Department chairs and school directors may wish to distribute these specifics to their faculty***

General information on IDEA

➢ General information on the IDEA philosophy and benefits can be found here, where you will find information on:
  - ➢ IDEA's focus on student learning and related teaching methods
  - ➢ The ability to choose learning objectives for your course
  - ➢ Adjustments for extraneous influences
  - ➢ Research behind development and validation of the IDEA instrument
  - ➢ IDEA's use of a nationwide comparative database
  - ➢ Paper versions of the student form and [FIF](FIF), to get a preview of what online forms and instructions will look like
  - ➢ Specialized summary reporting that is available (also see here)

➢ Information on interpreting reports is available here
  - ➢ Administrators should give this section special attention—no report is as simple as a single summary statistic