

# Faculty Council Committee Report

Month: March Year: 2024

**COMMITTEE:** Student Survey Task Force

**SUBMITTED BY:** El-Ashmawy, Amina

**Last Meeting Date:** (List date of last physical meeting or the dates of e-discussions)  
Thursday, March 21, 2024

**Active Members:** (List all members who attended meeting/or contributed to work listed in this report in order of last name, i.e., John Adams, Mary Barr, Fred Cox, etc.)  
Amina El-Ashmawy, Rebecca Burton, Nancy Davis, Catherine Duke, Chris Redgraves, Mary Weis

**Summary of Discussions/Activities:** (List the current items your committee is addressing, status update on those items, action items completed, any subcommittee work, person(s) responsible for each action item, etc.)

1. Narrowed down the list of constructs from seven to five, with IRO's help.
2. Narrowed down the items for each construct to one or two each, with IRO's help.
3. Drafted the introductory paragraph for the revised Student Survey of Instruction
4. Will create and send out a Forms survey with the constructs and items by the week of March 25.
5. Survey will close on April 5.
6. Will meet with IRO after the survey closes to discuss the data collected, finalize a draft survey, and determine how it will be deployed, preferably by the end of the semester, if possible.
7. Target date for implementing the revised survey is Fall 2025.

**Summary of Action Items:** (List action items current underway)

1. Task force members: respond via email about the wording of items, ASAP
2. Task force members: respond via email about the wording of the survey introductory paragraph, ASAP
3. Amina and Mary: work with Rebecca B. on getting the Forms survey created and sent out by first part of the March 25 week.

**Date of Next Meeting:**

**Confirmed? (Y/N):**