3.7.2

Del Mar College is accredited and is therefore eligible to participate in the Virtual College of Texas (VCT) as a Host and Provider institution. Del Mar College is in compliance with the VCT Memorandum of Understanding (MOU). Per SACS requirements, Del Mar College regularly evaluates the effectiveness of each faculty member in accord with published criteria as outlined below. Therefore, Del Mar College Distance Learning faculty are evaluated in the same manner as that of campus-based faculty.

The Evaluation Process

Del Mar College policy requires periodic evaluation of all teaching faculty (Manual of Policies and Procedures, Section B6.3). Faculty members below the rank of professor are evaluated annually by their Department Chair, Instructional Dean, and by two classes of their students (Sections A6.3.4-A6.3.7). Professors are evaluated every three years (Section A6.3.7). Del Mar College implemented the survey instrument provided by VCT in Fall 2005 to assist with the evaluation of provider college faculty and will continue to implement additional evaluation instruments provided by VCT. Only full-time Del Mar College faculty members can serve as VCT provider instructors.

Criteria: Full-time and part-time faculty members are measured against specific performance criteria. Del Mar College uses, based on faculty recommendation, the "IDEA Student Ratings of Instruction," a system developed by Kansas State University for the evaluation of instructors by students. To improve evaluation results in distance learning courses the DMC Distance Learning Faculty Committee developed a faculty evaluation instrument in 2005-2007 similar to that of the IDEA system for use in Web-based courses. Results of the survey will be used to provide course feedback for course improvement and also for discussion during the faculty member’s evaluation.

Design of the survey instrument. The IDEA system is notable for the focus on student learning as the chief goal of Del Mar College courses. The evaluation form includes some objectives chosen by the College’s instructional departments; part of the student evaluation, in other words, allows instructors to analyze their ability to teach specific objectives developed by their own departments. The DMC Distance Learning Faculty Committee’s survey instrument consists of 29 questions on course and instructor effectiveness (Del Mar College Institutional Report for Distance Education and Off-Campus Learning, 2005-2006, Appendix 23, page 98).

Process used to obtain data: All full-time faculty members are evaluated by their students in two classes in both long semesters during the first year of their full-time employment; following the faculty member’s first full year of service, student evaluations will be administered in two (2) classes each year (Section A6.3.5). Adjunct faculty members are evaluated each semester by students and, in some departments, by peer faculty. An online version of the IDEA system became available in 2005 and is currently being used by students enrolled in Web-based courses at Del Mar college.

Strategies used to improve the rate of student participation: A major strategy used to improve the rate of student participation in the instructor evaluation process is to list the evaluation as a course requirement. Some faculty have chosen to assign a portion of their grade for completing the evaluation as a means of encouraging participation.

Data Collection, Tabulation and Analysis: The Office of Institutional Research and Effectiveness compiles the survey results and shares the resulting student survey data with academic departments involved in the development and delivery of distance learning courses.

Use of data to improve instruction. Academic departments use the results of the IDEA student surveys with faculty to assess performance in the instructional setting and as a means of improving instruction. The IDEA system focuses on student learning who provide information on the research that has shown that there is no one correct way to teach, so The IDEA Center tailors each report to fit the instructor's teaching objectives. Teaching effectiveness is determined by student progress on goals
chosen by the instructor, not by an outdated, rigid model of what effective teaching is supposed to be. From the survey results performance improvement plans are developed following each full-time faculty member’s evaluation. In review of evaluation surveys for adjunct faculty, the department chair in collaboration with the Dean my elect not to rehire a faculty member who is not showing effective learning practices. VCT Faculty in host courses are evaluated by the Chairperson and the Dean and department faculty may collaborate in the review of standards necessary by faculty in a particular content area. VCT provides a service to support Host college’s collection and assessment of data on instructor effectiveness that is provided by Provider college’s. The Department of Business Administration elected not to offer Business Management and Economics courses in Fall 2005 and Spring 2006 due to a lack of evaluation data for faculty in VCT hosted courses.

**SUMMARY:** The performance criteria on which the distance learning faculty evaluate themselves each year are consistent with the purpose and goals of the College. In its mission statement, the College declares that “excellence in instruction…is its highest priority…” (2005-2006 Catalog). Del Mar College encourages the faculty to reach for “excellence” by requiring that they evaluate themselves regularly on the quality of their “performance in the classroom.” (Manual of Policies and Procedures, Section A6.3.6) The criteria in student evaluations also conform to the College’s purpose and goals. The IDEA system allows faculty to focus part of the evaluation instrument on specific department goals. These goals are consistent with the institutional mission. Faculty who fail to demonstrate effective teaching skills are provided with improvement plans. Lack of progress on deficiencies in subsequent evaluations are grounds for discharge of tenured faculty from the college. As expiring term employees part-time faculty who fail to make progress on improvement plan will not be renewed. Faculty in VCT host courses are considered to be adjunct faculty and policy application is the same.

**Additional Document Sources:**
Del Mar College Policies and Procedures Manual
Del Mar College Self-Study 2000
Del Mar College Institutional Report for Distance Education and Off-Campus Learning, 2005