

## Transparency with OMET Report Viewing

### I. Purpose

In 2021 the Provost's Memo on 'Assessment of Teaching' outlined a set of guiding principles and a request that each academic unit develop a plan for evaluating teaching that includes a variety of assessments in addition to the OMET student survey (or its equivalent). The Memo also included the request that:

“all deans and campus presidents should be given access to their school or campus Student Opinion of Teaching Survey results for all instructors of all ranks. Further, deans and campus presidents, in conjunction with their faculty and in accordance with each unit's governance practices, will determine how the data are shared within their unit...”

In response to this mandate, these guidelines and best practices are established for sharing the *end-of-term* OMET survey data with leadership and other designees within SHRS departments.

### II. Guiding Principle

The OMET surveys inherently contain sensitive information as students convey their opinions related to faculty performance and general class climate. These results – and other means of measuring teaching effectiveness such as a peer review - should be used to identify areas where faculty are skilled or where they may benefit from additional support or professional development opportunities. Leadership should actively engage with faculty to provide resources and guidance in the spirit of continuous improvement. As such, we believe it is imperative to maintain the confidentiality and privacy of individual faculty evaluations.

Other than the dean and department chair (and/or their administrative designee(s)), access to end-of-term OMET survey results **should be restricted** to the following: 1) the individual(s) involved in the faculty member's annual performance review; 2) those with formal responsibilities for faculty development in the department/program; and 3) *as needed*, individuals from the SHRS Appointment, Promotion, and Tenure Committee and Office of the Provost who review appointment and/or promotion packets, and in some cases those involved with preparation of accreditation reports.

*On an annual basis department chairs are expected to communicate to all department faculty the name of every individual (within the department) who is approved to access end-of-term OMET surveys and the purpose for sharing them with the said individual. If this list changes for any reason, faculty should be made aware.*

### III. Additional Consideration

These recommendations acknowledge that faculty are encouraged to share/discuss OMET results with their mentor(s) as part of their personal and professional development. However, it should be left to their discretion as to whom they share this with.