SON OP: 50.120, **Course Satisfaction Assessment Policy**

**PURPOSE:** The purpose of the School of Nursing Course Satisfaction Assessment Operating Policy and Procedure (SON OP) is to provide a mechanism for obtaining feedback from students for use in the development of course improvement action plans.

**REVIEW:** The OP will be reviewed biennially by October 1 of each odd numbered year (ONY) by the Process Improvement and Evaluation Council and the Associate Dean of Outcomes Management and Evaluation, with recommendations for revisions forwarded to the Dean of the School of Nursing.

**POLICY/PROCEDURE:**

1. **Policy**

   Courses taught for academic credit in the School of Nursing are assessed by students, using the standard Course Satisfaction Assessment tool. Students complete the Course Satisfaction Assessment tool for each course during the last half of the course. Analysis dashboards of course assessments are provided to the Course Facilitator, course faculty, Associate Deans/Department Chairs, applicable programmatic councils and the Dean.

   Course Satisfaction Assessments enhance continuous quality improvement and contribute to evidence-based decision-making for courses and degree track curricula. Data are collected in the three sections of the tool to include class items, course faculty items and practicum/clinical learning experiences and achievements. Additionally, the analysis reports document Master Evaluation Plan Matrix achievement.

2. **Procedure**

   The procedure for Course Satisfaction Assessment tool completion is as follows:

   a. The office of the Associate Dean for Outcomes Management and Evaluation activates the online link for tools and electronically announces tool availability and completion information to students.

   b. The link for online Course Satisfaction Assessment tool is embedded in the online Learning Management System. Additionally, students receive an email announcement when the tool opens and several email reminders containing the link (see Attachment A: Course Satisfaction Assessment Tool).

   c. At the end of the tool completion time period, student identifiers are separated from each tool and data are submitted for aggregated data analysis and dashboard generation.

   d. A dashboard containing various options for interacting with the data including individual courses/course sections as well as aggregated programmatic data is available on the website. Course Faculty, Course Facilitators, and Department Chairs utilize the dashboard for
e. Course Facilitators include the tool completion time frame in the course schedule for each course syllabus.

f. Outcomes and course improvement strategies are included in the End-of-Course Faculty Assessment and Improvement Planning Reports (placed in Course Files).