

## **CP 5.1.1**

### **Instructional Evaluation**

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***Related Board of Trustee Policy: BP 5.1.1***

***Responsible Official***    *Vice President of Learning and Student Services*  
***Approvals***                *01/03/18*  
***Revision***

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## **Procedure**

### Instructional Evaluation

Each fall semester all instructors are evaluated through classroom visits by Deans. Each spring semester curriculum courses are evaluated by students using the Course/Instructor Evaluation Survey. Results are carefully analyzed by the Deans and Vice President of Learning and Student Services. Copies are shared with each faculty member. Concerns or poor evaluations are addressed with individual faculty members by the appropriate Dean. Issues identified that are not instructor-related are shared with appropriate personnel (examples: facility issues, books, equipment, etc.).

### Program Evaluation

All educational programs are evaluated on a five-year cycle according to the in-house program review procedures under the direction of the Vice President of Learning and Student Services. Documentation of this review is maintained electronically on the program review website. This review includes, at minimum, each program's:

- Cost effectiveness
- Enrollment pattern and trends
- Student outcome data
- Instructional evaluation

Programs are also reviewed as mandated by NCCCS requirements.