

**Texas Tech University Health Sciences Center
School of Medicine
Office of Curriculum**

**Year 1 and 2 Instructor Effectiveness Survey Policy
Release of Exam Results after 60% Class Response**

Year 1 & 2 Classes: As discussed during visits to your class, the Instructor Effectiveness Surveys are the best way for you to directly improve the quality of your education in Years 1 and 2. These surveys are reviewed by the individual faculty member, the Block Leader, the faculty member's department chair, the Office of Curriculum, and the Dean. They influence faculty bonuses, promotion, and tenure. They also provide important curriculum evaluation information to the Educational Policy Committee of the School of Medicine.

In order to improve the submission rate for each Instructor Effectiveness Survey, the following 2 policies will be implemented beginning today February 1 2008.

- Instructor Effectiveness Surveys will open at 8am on the last day the faculty member lectures and will remain open for 5 days after the exam for which the faculty member lectured (for example, if the exam takes place on Monday February 11 the surveys will close at 5pm on Friday February 15)
- Each Instructor Effectiveness Survey made available before the exam date must obtain a submission rate of 60% in order to release the exam grade results.

Lynn Bickley, MD, Associate Dean for Curriculum