

To: Vincent Boudreau

From: Zahin Akif

Subject: Adding another survey to meet needs of engineering students

Date: 2/11/19

The purpose of this memo is to address the lack of proper survey procedure by students and faculty alike at City College. The current method of surveying professors is issuing the survey at the end when class material has been covered for the semester. The overall desired outcome is to improve the system of evaluating the class quality and professors such that the feedback becomes more accurate and representative of CCNY.

### Summary

I conducted a random survey on 20 dorming college students who were at least sophomores at CCNY. The results of my survey indicated that the school surveys administered currently may not be the best representation of class quality and professors due to the way it was administered.

The factor of how the surveys are treated proved to be a vital part of how the students respond to the questions prompted to them. A serious and valued administration of the survey is what would serve as a favorable direction to take the issue with action from the college.

### Discussion

It's the end of the semester and you're in your last class for Psych 101 and having finished the curriculum, the professor prompts you to do a survey before you leave and he stands in the class waiting as it is being taken. As you carefully bubble in the survey, you notice within 5 minutes of starting the survey, students have already started handing the survey in, completing open ended questions and over 15 multiple choice questions regarding the quality of the class. This exact scenario was played out to me in multiple classes last semester so I conducted a survey this semester to see why this was the case. The survey I conducted consisted of three questions to understand how students had felt about the current process of administration. Over 75% responded either often or very often to the question of, "Have you ever rushed through the end of the semester survey for a class to simply leave/end faster", 60% to "My professor stayed in the classroom during surveys" and 85% either agreed or strongly agreed to "My individual survey responses are not significant." The survey data brings about the problem that there is a need for better handling for the way that surveys are treated in CCNY. Students and faculty do not take the surveys as seriously as they should be.

The University of Wyoming recently released a paper titled "Do Students Tell the Truth on the Prevention Needs Assessment (PNA)?" where they analyzed several factors impacting the participation of students in surveys. These factors constituted include anonymity, restricting

What does this mean?

This is a scenario. Not appropriate.

Demerit suggests that the college has not put effort into the current system. What exactly is the issue? The college president?

This is a problem. I should have learned about it in the process.

survey administrators from being present in the room, and reminding students that their input is important. Of the factors mentioned in the article, we lack enforcement on some regards of it and could use improvement.

Which ones?

### Recommendation

A possible solution to more accurately evaluate the quality of a class would be to reinforce the ideals brought out within the article. Based on the article, students are more honest under the set conditions of having the administrator leave the room and while being reminded that their input is important. This reveals that Professors follow through to take it upon themselves as educators to inform that every answer is significant while filling out the survey. In addition, it is also important that they leave the room while the survey is being conducted.

By putting a greater emphasis and importance to surveys, the feedback received from them can prove to be more accurate. As revealed by the article, the factor of removing the administrator from the room during the survey and taking the initiative to remind students that their feedback truly matter can create one step towards a positive change.

Your solution is one that already exists?  
You make a vague references to other faults but don't name them & etc.

I always leave the room. Who isn't doing so? How do you know this is a widespread problem?

### Citations:

Do Students Tell the Truth on the Prevention Needs Assessment (PNA)?\*. (n.d.). Retrieved from [https://www.pnasurvey.org/Resources/docs/Truth handout.pdf](https://www.pnasurvey.org/Resources/docs/Truth%20handout.pdf)