



Course Selection with the Use of an Online Survey: A Small College Initiative – Notes

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	NOTES
<p>Overview</p> <ul style="list-style-type: none">• History of FYE and course registration at Guilford College• Course selection form• Course placement process• Assessments• Benefits• Challenges• Revisions• Question and answer <p>History of FYE at Guilford College</p> <ul style="list-style-type: none">• Interdisciplinary Studies 101 (IDS 101)<ul style="list-style-type: none">○ Began in 1969○ Team taught by faculty from multiple departments○ Full year course• First Year Seminar (FYS 101)<ul style="list-style-type: none">○ Began in 1992○ Interdisciplinary seminar course• First Year Experience (FYE 101)<ul style="list-style-type: none">○ Began in 1998○ Interdisciplinary seminar course including extended orientation content• FYE 101 with Separate Extended Orientation Course (FYE 102)<ul style="list-style-type: none">○ Began in 2006○ Interdisciplinary course (FYE 101)○ Faculty selected topic○ Extended orientation content moved to intentionally linked one-credit course (FYE 102)<ul style="list-style-type: none">▪ 100 % of students enrolled in learning communities	

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History of Course Registration

- “Gold Card” 1998-2006
 - Students completed and mailed
 - Illegible
 - Lost or damaged mail
 - Advantage to students closer to Guilford College
- Direct registration in BannerWeb 2007-2009
 - Students entered course registration from home
 - Call in registration assistance in Admissions and First-Year Center
 - Multiple registration errors
 - Required increased advising efforts
- Online Course Selection Form 2010

Course Selection Form

- SurveyMonkey.com
 - “Unlimited Annual Account”
 - Approximately \$200 annually
- Four sections
 - Faculty Advisor Information
 - FYE 101 Choices
 - Foreign Language Placement Exam
 - First Semester Course Choices

Course Selection Form: Faculty Advisor Information

- Student information about themselves
- Academic strengths
- Areas needing development
- AP Courses
- Academic interests
- Activity interests
- Study abroad interests
- Personal information
 - Favorite book
 - Last book read

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Course Selection Form: FYE 101 Choices

- Descriptions of each FYE 101 section
 - 22 sections
- Rating scale
 - Really Like It
 - Like It
 - Don't Like It
- Did not rank choices
 - Reduced discontent with FYE course selection

Course Selection Form: Foreign Language Placement Exam

- Explanation of language requirement
- Emphasis of Academic Honor Code
- Link to exam
- Login information including password

Course Selection Form: Fall Semester Course Choices

- Link to list of appropriate courses for first-year students
- Choice of eight courses
 - Required students to select five
 - Some chose courses that were not offered or were not appropriate

Course Selection Form: Obtaining the Information

- Using SurveyMonkey.com to send e-mail
 - Separate collectors for each week of student deposits
 - Excel spreadsheet saved as CSV (Comma Separate Variables) file
 - E-mail address
 - First name
 - Last name
 - Student ID
 - Message included student name and link to form
 - Reminders weekly

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Course Placement Process

- Downloaded data from SurveyMonkey in Excel spreadsheet
- Developed a mail merged document in Word to abstract the information for each student
- Placed in FYE 101 section
 - Nearly all in section rated “Really Like It”
 - No students in section rated “Don’t Like It”
- Placement in English based on SAT/ACT
- Placed in Foreign language based on score
- Placed in other courses based on interest, major, and how well they performed in high school
 - Especially science majors
- Registered students for required courses
 - Student Success Program
 - Bonner Scholars
 - Quaker Leadership Scholar Program
- Registered students for appropriate courses

Assessments

- Faculty adviser feedback
- Student Satisfaction Surveys
 - Third week
 - Twelfth week
- Semester GPA

Benefits

- Fewer changes to schedules in the first week of classes
- Faculty advisers saw benefits
 - “An improvement over past years!”
 - “I think it worked great overall! I didn't have any students who had incomplete schedules, which was great.”
 - “It was a welcome relief! Please, please, please, continue doing it this way.”
- Student satisfaction surveys
 - Feel prepared for academics
 - 12 – Week Results
 - 2010 95%
 - 2009 89%
 - 2008 89%

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Benefits

- Student satisfaction surveys
 - Enjoy classes
 - 12 – Week Results
 - 2010 90%
 - 2009 84%
 - 2008 89%
 - Semester GPA
 - Good Academic Standing (2.00 or higher)
 - 2010 72%
 - 2009 74%
 - 2008 85%

Challenges

- Form designer needs to know HTML
 - Emphasis on specific items
- Need correct e-mail addresses
 - Students do not always check the e-mail they give on their applications
- Students selecting courses not offered or inappropriate
- Time commitment
 - Placement requires about 1 hour per 6 students
- Gender balancing in Living Learning Communities
- Courses closing
 - Keeping track of filled course
- Not registering directly to Banner
 - Sent completed forms to Registrar's Office

Revisions

- Additional Faculty Advisor Information
 - Learning more about the students
 - Open-ended item
 - "Tell us a little a bit about yourself."
- AP Exam in English or Psychology
 - Request scores rather than course
- Revision of Course Choices
 - Better descriptions of FYE 101
 - Highlight Learning Communities
 - Highlight Living Learning Communities
 - Requiring selections from core requirements
 - Each division (Arts, Business, Policy and Sport Studies, Humanities, Natural Science, Social Science)