

Student Course Evaluations

How course evaluations are used

- For instructors to change/improve/maintain teaching strategies and information that supports the student learning experience
- For the college to ensure the quality of educational programs – through curricular changes, faculty hiring and professional development, and college policies
- Responses are anonymous, unless students choose to provide comments that self-identify (no responses can be seen attached to any personal identification by anyone at the college)
- The confirmation of survey completion email that can be generated via the online course evaluation system merely confirms a survey has been completed by that student for a particular course
- Results are provided to instructors, department chairs, deans and the VP of Instructional Services in summary form only

Expectations/Assumptions

- No course evaluation feedback should affect student grades in any way
- Students will use the opportunity to provide constructive feedback in a civil and professional manner
- Any inappropriate/offensive comments made by students will be excluded from consideration
- Faculty and administrators will use the feedback for improvement in a professional, civil, and constructive manner.
- Any inappropriate/offensive comments or actions by faculty or administrators will be dealt with through the faculty/staff evaluation process (can only happen if made aware of such instances)

Change	Reason
Surveys opened at approximately 50% course completion for 7-10 days	<ul style="list-style-type: none"> • Opportunity for improvement/changes to occur while responding students are actually taking the class • Less busy and stressful time of the semester than the last 2 weeks during exams/final projects • Increase response rate
Results are returned to instructors immediately after survey closes	<ul style="list-style-type: none"> • Opportunity for improvement/changes to occur while responding students are actually taking the class • Increase response rate
Three survey administrations per semester – Wk4, Wk8, Wk12	<ul style="list-style-type: none"> • Spread the load away from the already intense end of semester • Better able to meet college policy of evaluating all courses annually • Increase response rate