1 On-line teaching evaluations

1. **Timing of the course evaluations**: Currently, students are able to fill course evaluations on-line starting one week before the end of classes till the end of the reading period. This dates avoid the final exam period when students might be inclined to give much greater weight to the final test than to the course itself. In addition, it tries to walk a fine line between allowing students adequate time to complete the evaluations and making sure that most of the course has been covered by the time the evaluation takes place. We would like to extend this timing to include one more weekend. Given that most semesters classes end on Mondays, this would mean that a few students might be completing the evaluation having seen one fewer class than with the current policy. Hence, we propose:

   *Evaluations will be available by the end of the day on the Friday before the last full week of classes and through reading period.*

2. **Possibility of students revising their responses after submission.** Currently students are not allowed to revise their evaluations after they press the submit button. We propose that students be allowed to revise their evaluations after submission, during the evaluation period only. This would allow students to answer specific questions asked by faculty on the last few classes, add further thoughts or complete evaluations that were cut short due to time pressure. It would also allow to correct a few rare instances that have occurred in the past of students submitting evaluations for the wrong course. Hence, we propose:

   *During the evaluation period, students will be allowed to revise their evaluations after submission.*

3. **Should evaluations be made available to students.** The faculty voted in 2005 that evaluations be made available to students, unless departments opted out. Evaluations were made available only one year, although the faculty did not subsequently vote to do otherwise.

   We propose that all average numerical values from the evaluations be made available in trunk to all faculty and to those students that satisfy the conditions in 4) below. Note that courses with small number of students and independent studies/thesis work do not have teaching evaluations.

4. **Carrot and stick** All first semester students will be able to see course evaluations on trunk. In subsequent semesters, students will only be able to see course evaluations if they themselves submitted evaluations for all the courses they took in the prior semester. We expect that this policy would encourage students to participate in the process, for their own benefit and the benefit of their fellow students.

   *All available numerical values of the course evaluations will be made available on trunk to all faculty, to first semester students and to those continuing students who filled all
of their course evaluations in the last semester of the regular academic year (Fall or Spring) in which they were in residence at Tufts.

The EPC wants to consider the possibility of making some comments publicly available as well. It is exploring the possible addition of one question to the evaluation soliciting comments that the respondent thinks will be useful to a prospective student. Before these comments are made available to the Tufts community, they would be screened and any information that may violate privacy laws or be contrary to the laws that frame freedom of expression at Tufts would be removed.