

Course Evaluations and Mercury Annual Report 2012-2013

Course Evaluation Advisory Group (CEAG)

- *Chair:* Laura Winer, Associate Director, TLS;
- *Instructors:* Nathan Hall, Faculty of Education; James Brawer, Faculty of Medicine & Alfred Jaeger, Desautels Faculty of Management (sabbatical);
- *Academic unit heads:* Kevin Wade, Chair, Dept. of Animal Science, FAES; Bruce Lennox, Chair, Dept. of Chemistry, Faculty of Science;
- *Academic Administrator:* Andre Costopoulos, Associate Academic Dean, Faculty of Arts;
- *Student representative:* Shannon Herrick, Senator;
- *Departmental liaison staff members:* Nancy Czemmell, Faculty of Law; Amber Saunders, Faculty of Engineering;
- *Resource members:* Anna Melios, ISR Portfolio Manager; Effi Kaoukis, Learning Technology Consultant, TLS.

The CEAG worked with TLS to:

- develop strategies and instruments to increase student participation;
- increase the number of instructors participating in the dissemination of results;
- advise on other TLS activities related to Mercury and the course evaluation system in general.

2012-2013 Goals and Results

- I. Continue to increase student participation
 - In 2012-2013, there was a 2% decrease in the overall response rate for the fall term and a 1% increase in the winter term when compared to 2011-2012.
 - Met each term with leaders of student associations to encourage participation and obtain feedback on course evaluation issues.
- II. Increase the number of instructors giving permission to disseminate results: In 2012-2013
 - To date, 1,505 instructors (of the 2,339 who accessed the permission form) have given permission while 669 have refused for their results to be made available to the McGill community. The remaining instructors have not accessed the form.
- III. Support academic unit heads, instructors and tenure committees in the interpretation of results
 - Presentation on extended dates option to Electrical and Computer Engineering – Department Meeting, 16/10/2012; they subsequently have opted into the extended dates option.

- IV. Investigated the factors that influence students' decisions to participate in the course evaluation system and which courses they evaluate.
- A study was commissioned by Teaching and Learning Services in fall 2012 and undergraduate student intern, Divya Pahwa, produced a report on factors influencing students' likelihood of completing end-of-course evaluations including suggestions that could be implemented at McGill. Based on the findings of this study there are several changes that could be implemented immediately and concurrently to increase the response rate for end-of-course evaluations:
 - Have course evaluations accessible after the end of classes until the end of the exam period. If there is resistance such that the extended dates option is not implemented, we suggest instructors to give their students in-class time to complete online-course evaluations.
 - We must communicate to students that instructors do care about feedback and take course evaluations seriously. There are two ways to achieve this:
 - Mid-course evaluations
 - Highlight instructors who take course evaluation feedback seriously through video profiles.

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http://www.mcgill.ca/tls/sites/mcgill.ca/tls/files/students_respond_final_report_june_2013.pdf

- V. Reviewed all questionnaires and suggest revisions where appropriate.
- Ongoing process. We have met with Ingram School of Nursing in May 2013 to review their current questionnaire and suggest revisions.
 - All questions from all questionnaires are now coded and being analyzed; specific recommendations will be forthcoming.
- VI. Developed a system (Mid-course evaluations) whereby students can provide feedback in the middle of or throughout the semester (www.mcgill.ca/tls/teaching/course-evaluations).
- VII. Created a "How To" Camtasia video clip for students.

System Updates

In 2012-2013, the following system enhancements were implemented:

- There were no system enhancements implemented for 2012-2013.

Participation data

	Fall 2012	Winter 2013
Students involved	31,631	29,776
Courses evaluated	2,523	2,582
Instructors involved	1,940	1,628
Overall response rate	50%	48%

2013-2014 Goals

- I. Continue to increase student participation;
- II. Increase the number of instructors giving permission to disseminate results;
- III. Prepare a report on the trends in response rate data over the past five years;
- IV. Review and revise policy to address student concerns about dissemination and timing;
- V. Support academic unit heads, instructors and tenure committees in the interpretation of results;
- VI. Continue to review all questionnaires and suggest revisions where appropriate;
- VII. Continue creating “How To” Camtasia video clips for students and instructors.

For additional information, please consult the full report available at:

<http://www.mcgill.ca/tls/teaching/course-evaluations/reports>