

Course Evaluations and Mercury Annual Report 2013-2014

Course Evaluation Advisory Group (CEAG)

- *Chair:* Laura Winer, Interim Director, TLS;
- *Instructors:* Nathan Hall, Faculty of Education; Paul Clarke, Faculty of Medicine & Alfred Jaeger, Desautels Faculty of Management;
- *Academic unit heads:* Jane Everett, Chair, Dept. of French Language and Literature, Arts;
- *Academic Administrator:* Andre Costopoulos, Dean of Students; Laurie Hendren, Associate Dean, Faculty of Science;
- *Student representative:* Yasmeeen Gholmieh, Senator;
- *Departmental liaison staff members:* Margie Gabriel, Faculty of Medicine; 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.

2013-2014 Goals and Results

- I. Student participation
 - In 2013-2014 there was a 1% decrease in the overall response rate for the fall term and a 1% decrease in the winter term when compared to 2012-2013.
 - Met twice (each term) with leaders of student associations to encourage participation and obtain feedback on course evaluation issues.
- II. Instructors giving permission to disseminate results: In 2013-2014
 - To date, 64% of the instructors (of the 2,382 who accessed the permission form) have given permission while 28% have refused to make their results available to the McGill community. The remaining 8% have not accessed the form.
- III. Report on the trends in response rate data over the past five years
 - Prepared special report on a 5-year trend in response rate data.
- IV. Proposed policy changes to address student concerns about dissemination and timing
 - Approved by Senate on April 23, 2014.

- V. Reviewed all questionnaires and revised recommended pool of questions
 - All questions from all questionnaires were coded and analyzed.
 - Revised recommended pool of questions.

- VI. Support academic unit heads, instructors and tenure committees in the interpretation of results
 - Provided advice on request.

System Updates

In 2013-2014, there were no system enhancements.

Participation data

	Fall 2012	Winter 2013
Students involved	32,007	30,070
Courses evaluated	2,402	2,480
Instructors involved	1,552	1,580
Overall response rate	49%	47%

2014-2015 Goals

- I. Continue to increase student participation;
- II. Communicate policy changes and encourage engagement of academic units and instructors in decisions about timing of evaluation period and dissemination of results;
- III. Disseminate new recommended pool of questions and suggest revisions to questionnaires where appropriate;
- IV. Disseminate 5-year report to all academic unit heads;
- V. Develop a mobile app “responsive design” for Mercury;
- VI. Support academic unit heads, instructors and tenure committees in the interpretation of results;
- VII. Create video profiles of instructors and “How To” 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>