

Faculty Play an Integral Role in Course Evaluations

Here are some ideas for how faculty members can make a difference in the quality and quantity of course evaluation responses.

1. Include course evaluations on the syllabus with the administration dates as an item for students to complete.
2. Allow students time in the beginning or middle of class to complete course evaluations. Have students use this QR code to log into the course evaluation platform.



3. Post the link to course evaluation on blackboard and remind students during class why it is so important for them to submit their course evaluations. Explain how you have used feedback from past evaluations to improve your course.
4. Explain how you have used feedback from past evaluations to improve your current courses.
5. Check your course evaluation response rates and send a personal email to students reminding them to submit course evaluations.
6. Provide a small incentive to students if your class response rate is over 90%. (For example, bring in donuts or have a virtual fiesta.)
7. Reiterate course evaluations are anonymous. Faculty can only see what percent of their class has responded, not who has responded.