

FYI for Course Evaluations

DePaul University's courses are evaluated by students using an online instrument and process. This course evaluation process is known as OTE-Online Teaching Evaluations and is used for all courses whether they are on-ground or online. Each college designates which courses will be evaluated.

DESIGN

The online instrument includes both quantitative and qualitative items.

Quantitative Items: Perceptions are invited (using a 5-point scale) regarding:

- instructor's overall teaching effectiveness
- degree to which the instructor stimulated interest in the subject
- overall quality of the course
- degree to which the course increased the student's knowledge/skills
- degree of challenge experienced

Qualitative Items: Comments are invited (using open-ended questions) regarding:

- the 3-4 best aspects of the course
- recommendations for practical changes that might improve learning in the course
- activities in the course that required students to develop greater writing competence

Additional Course-Specific Questions (OPTIONAL):

Instructors receive an email message from DePaul's OTE-Online Teaching Evaluation (at the beginning of the 7th week of the quarter) inviting them to add up to five additional questions that are *course/instructor-specific* if they wish. Data from these added questions generate a separate report made available only to the individual instructor.

PROCESS for 10 week COURSES

For quarter-long courses, students receive prompts (via email and CampusConnect) to complete the instrument. These prompts begin during the 9th week of the quarter and cease upon completion of the evaluation or at the end of the 11th week of the term—whichever comes first.

PROCESS for SHORTER COURSES

For courses with a shorter schedule, students receive prompts (via email and CampusConnect) to complete the evaluations. Dates for prompts are tailored to accommodate the class schedule. Faculty will have one week to enter optional questions immediately preceding student access to evaluations. Students will have at least a week, most often two weeks, at the end of the course to complete the evaluations. Prompts to students will end when evaluations are completed or on the evaluation closing date, whichever comes first.

RESULTS

Response Rate Reports are available when the evaluation period opens. Faculty can monitor the rate of response (not who responds) and take steps to encourage students to complete this important feedback. Periodically during the evaluation period, SNLTLA will send faculty response rate information to prompt their reminders to students.

Evaluation Reports are calculated immediately after the end of the quarter's grading period. Individual instructors can access Reports via Campus Connect beginning 48 hours after the close of that quarter's grading window. Detailed instructions regarding how to access and interpret reports can be found at:

http://teachingcommons.depaul.edu/How_to/teaching_feedback/OTE_video_intro.html.

Quantitative and qualitative reports (*not* including feedback from any "additional instructor written questions," if applicable) are also available to program administrator(s).

ADDITIONAL INFORMATION

For additional information regarding course evaluation, please see the following:

- <https://wa.is.depaul.edu/OnlineTeachEval/faq/faqHome.aspx>
- "Get Teaching Feedback" at <http://teachingcommons.depaul.edu>
- or contact SNL Assessment Director (Dr. Gretchen Wilbur gwilbur@depaul.edu).