

Student Evaluations of Teaching

Discursive student evaluations are an essential part of your performance review. Every instructor should provide students with an opportunity to complete written (i.e., discursive) evaluations of every course taught. This is a guideline built into Faculty Rules ([3335-3-35](#)), obscured somewhat by being placed under the heading of "Duties of the Chair" – "... To promote improvement of instruction by providing for the evaluation of each course when offered, including written evaluation by students of the course and instructors, and periodic course review by the faculty."

For information regarding methods for evaluation of teaching at OSU visit the website for the [Michael V. Drake Institute for Teaching and Learning](#). For some English courses (1110, for example) specified evaluation forms are utilized; for others instructors may develop their own forms as they see fit. GTAs should consult with course directors to develop an applicable evaluation form.

Care should be taken to develop a discursive form that is both appropriate and effective. View sample forms at the end of this document shared by faculty and instructors for English courses. Feel free to use the sample evaluation forms if you like. In general, make sure that all evaluation forms have a place for students to comment on the instructor's performance. It is also recommended, though not required, that instructors use the University's SEI forms. (All faculty should use them).

You should also assure students that you will not read their evaluations until after grades have been turned in for the course. To guarantee this, you should not be in the room when they write evaluations and you should not collect them yourself. Give the students twenty minutes to do the evaluations at the beginning of the class, to make sure they have an opportunity to respond fully, and ask them to write in ink, to avoid problems with photocopying. Designate a student to collect evaluations and take them from the room to Denney Hall 421 or to deposit them in the nearest Campus mail drop box for central delivery.

Once your evaluations have been forwarded to you, you should keep them as part of your permanent file. All SEI's (Student Evaluation of Instruction) will be administered electronically starting AU09 and beyond. The university SEI Administrator will contact you directly with instructions.

Sample Evaluation of Teaching Form

Course:

Term:

Instructor:

Student Course Evaluation

Please use a pen and answer each question as fully as possible. Please also remember to complete the online evaluation before the last day of classes. Thank you!

What is your class standing? _____ What is your (expected) major?

1. Evaluate the effectiveness of the teaching in this course. Consider discussions, writing assignments, examinations, conferences, the availability and helpfulness of the instructor, etc.

2. How has your understanding of particular authors, texts, or ideas changed and developed? What texts have made the strongest impression on you, and why? Has this course changed any of your ideas and assumptions? What contributions has the course made to your education, including your critical-thinking and writing skills?

3. What other comments do you have about the course or the instructor?

Sample Evaluation of Teaching Form

Course:

Term:

Instructor:

Please write an evaluation of this course and its place in your own intellectual development. Issues you might address include the general topic and design of the course; the value of the readings, the assignments, and our discussions; my helpfulness, effectiveness, and availability as a teacher; and the most important thing or two you learned in this course. Please feel free to offer any suggestions you think would be useful to me in evaluating what worked well in this course and what could use some further refinement.

Your comments are very important. Like the SEIs, they will become part of my permanent file for my annual reviews and eventual promotion to full professor. I will read these evaluations and so will my senior colleagues. I will also use your comments to help me to continue to improve as a teacher and to revise this course when I next offer it. I appreciate the time you have put into your comments. They will not be available to me until after I have submitted your final grades.

Please rate the class overall. Excellent _____ Good _____ Fair _____ Poor _____

Sample Evaluation of Teaching Form

Graduate Evaluation

Please comment on this class in terms of the following issues: What you've gotten out of the class and in what ways the ideas addressed in the class will be useful to you in future endeavors (academic or otherwise); readings; integration of readings and class discussion; course structure; intellectual challenge; anything else you want me to know about your experience in the class.

Thank you!

Sample Evaluation of Teaching Form

Undergraduate Evaluation

Please comment on any aspect of the course or your intellectual development/learning in the course (e.g., class discussions, course topics, readings, assignments and in-class exercises, etc.).

How has this class influenced the way that you think about language?

Sample Evaluation of Teaching Form

EVALUATION OF TEACHING

Course _____ Instructor _____ Term/Year _____

1. Please evaluate the teaching you've received this term in this course. Comment on aspects that were good and those that could be improved. Aspects you might want to consider include lectures and discussions, texts and/or reading selections, comments on written work, course requirements and

2. What have you learned this term that has helped you develop your skill as a writer and/or reader of literature?

3. Comment on the value of the assignments in this course (i.e., critical questions, 5-page papers, research paper) and on my evaluation of your performances.

4. How would you briefly summarize the instruction you've received in this course if another student asked your opinion?

5. Is there anything else you want to say about the course?