

## eEvaluate

Beginning with summer 2009, the College of Atmospheric and Geographic Sciences will use the online system "eEvaluate" for class evaluations.

As a web-based system eEvaluate eliminates the need for paper evaluations, in keeping with the College's environmental stewardship commitment. Students and faculty will also benefit from the greater degree of confidentiality eEvaluate provides compared to the previous system.

Here is how eEvaluate works:

The eEvaluate system will send you an e-mail reminder approximately two weeks before the end of the academic term, letting you know that the evaluation "window" will soon be opening.

You will receive a second e-mail when the window opens. Your class evaluation window will be open for the last ten days of the class (including weekends).

After the window opens, you may then go online to fill out responses to general questions about the course, as well as open-ended (essay) questions. You may evaluate all your classes in one sitting, or evaluate one course at a time. Once a class evaluation is submitted, you will not be able to change it.

The eEvaluate system provides a higher degree of confidentiality, as professors are not able to determine who wrote a specific comment because of a unique style of handwriting.

We ask that you prepare your class evaluations without consulting others in the class. Your personal views and perspectives about the class are what are needed for a valid evaluation.

**We strongly encourage you to participate in the evaluation process.** The impetus for formal instruction evaluations came from students, and it is students who benefit most from their use. The College of Atmospheric and Geographic Sciences utilizes numerical results from student evaluations as the basis for evaluating the effectiveness of each of its instructors. These evaluations produce important data used for tenure, promotion, and salary increase decisions. In addition, results from these evaluations are used by instructors to improve their teaching. Please take this task seriously and respond as honestly and precisely as possible.