

DEPARTMENT OF MATHEMATICS AND STATISTICS TEACHING EVALUATION PROCESS

Each course taught by the Mathematics and Statistics Department is evaluated in the last two weeks of the semester. Listed below is a copy of the Teaching Evaluation form that will be circulated in class during that time period. The Evaluation form consists of a set of 7 questions, whose answers are entered on a provided computer sheet, and space for comments. Note that the completed evaluation forms and any comments will not be passed on to the instructor, the Chair, and the Departmental Tenure and Promotion Committee until after all the final grades have been submitted following the final examination period.

Your input provides important feedback to the instructor and becomes an important part of the Departmental Tenure and Promotion Committee's teaching evaluation of the instructor.

Numerical results calculated from the 7 questions are provided to the instructor and are used by the Departmental Tenure and Promotion Committee in making faculty salary and promotion decisions.

Comments from unsigned evaluation forms are passed only to the instructor after the final grades have been submitted following the final examination period.

If you wish your comments to also go to the Chair and the Departmental Tenure and Promotion Committee, you must include your clearly legible handwritten signature, with your legibly printed name and student number in the provided spaces. Note that comments that do not include a clearly legible handwritten signature are not allowed to be passed on to the Chair and the Departmental Tenure and Promotion Committee.

These comments are made available to the Promotion and Tenure Committee only after the faculty member has had the opportunity to read and respond to the contents. Your identity will be made available to the Chair, the Department committee and the faculty member after final grades have been submitted..

**DEPARTMENT OF MATHEMATICS AND STATISTICS
TEACHING EVALUATION FORM**

NOTE: Numerical results calculated from this evaluation are used by the Departmental Tenure and Promotion Committee in making faculty salary and promotion decisions. These results along with those evaluation forms having unsigned written comments are passed directly to the faculty member after final grades have been submitted following the final examination period. Comments which you wish to have directed to the Chair must include your clearly legible handwritten signature, with your legibly printed name and student number indicated. These comments are made available to the Promotion and Tenure Committee only after the faculty member has had the opportunity to read and respond to the contents. Your identity will be made available to the Chair, the Department committee and the faculty member after final grades have been submitted.

Please respond to the following seven items using the scale A to E as shown below. Any omissions in your responses to items 1 to 7 will be interpreted as "no opinion". **RESPONSES MUST BE ENTERED ON THE COMPUTER SHEET TO BE COUNTED.**

A	B	C	D	E
	Above		Below	
Very Good	Average	Average	Average	Unsatisfactory

1. The clarity of the instructor's lecturing voice is _____ .
2. The instructor's ability to interpret and answer questions is _____ .
3. The instructor's ability to explain the course material is _____ .
4. The instructor's organization of course material in each lecture is _____ .
5. The instructor's ability to present the course material in a manner which stimulates interest and enthusiasm in the subject is _____ .
6. If applicable in your case, the instructor's willingness to help when approached outside of lectures is _____ .
7. How would you rate your instructor in terms of overall effectiveness as a teacher? _____

Additional comments on the above or in connection with the instruction in the course.

If you intend to sign this form then you must fill in the following:

Instructor's Name _____ Course Number _____ Semester _____

Your Surname (printed) _____ Initials _____ Student ID _____

Your Signature _____