Department of Transnational Studies

Supplementary Qualitative Course Evaluation Form

Instructions

In order to ensure that the supplementary course evaluations (see form below) have any value beyond personal diagnostic interest there must be a secure chain of possession accompanying their administration. Therefore, please note:

- 1. Distribution and collection in class must be in the hands of a volunteer student.
- 2. The collected evaluations must be placed in an envelope, sealed, and signed across the flap by you.
- 3. The front should be addressed with this information:
 - Your name,
 - Course no.
 - Semester,
 - Year,
 - Department of Transnational Studies,
 - 732 Clemens Hall
- 4. The sealed envelope with the evaluations must be delivered to the main office by the student (if the office is closed they can be pushed under the door).

Post-submission Rules

- 1. The secretaries, who will place the evaluations in a secure cabinet, have been instructed that you will **not** have access to the evaluations until **after** the last day of submission of grades.
- Reading/analysis of the evaluations will always be conducted in the presence of the secretaries (to ensure that nothing is added or removed by any one).
- 3. Access to the evaluations at all times will be restricted to yourself, the Chair (and if necessary for official purposes, any of her/his designees).
- 4. Once the evaluations are submitted to the department, they will remain the property of the department.

SUPPLEMENTARY QUALITATIVE EVALUATION FORM

Department of Transnational Studies

Instructions

- 1. Much in the same way that you would NOT want any personal prejudices a teacher may have to interfere with his/her evaluation of YOUR work, please do not allow any personal prejudices you may have to interfere with an OBJECTIVE evaluation of this course. MOREOVER, do not allow your evaluation to be influenced by the grade you think you will receive in this course.
- 2. Do not write your name anywhere on this form.
- **3.** This is NOT the university-wide UB evaluation form (the one that you have to complete online).
- **4**. If a question is not applicable write 'N/A' on the response line.
- 5. In your comments do not use language that may be considered rude and unbecoming of an educated person.
- 6. Please write legibly—thank you!

1. Indicate teacher's name and course number (and/or title). 1(a). Teacher's Name:
1(b). Course No. and/or title:
2. Indicate semester: Fall Spring Summer 3. Indicate year: 4. Indicate your level of study: undergraduate graduate 5. Indicate your year of study? 1st 2nd 3rd 4th 5th 6th 6. How often did you attend this course (give a percentage estimate): % 7. Was class held on all the days you went to class? YES NO 7(a). If you checked NO, explain:
8. Did the teacher, for the most part, begin and end the class on time? YES NO 8(a). If you checked NO, explain:
9. Were you given a syllabus for this course? YES NO 9(a). If you checked YES, did it provide you with adequately detailed information on all the major aspects of the course? YES NO 9(a) (i). If you checked NO, explain:
10. If you were shown audio-visual material (films, documentaries, etc.) did you find the material helpful in deepening your knowledge of some of the topics covered in this course? YES NO 10(b). If you checked YES, was there any particular AV material that you found really helpful? 11. From your point of view, did the teacher, for the most part, present and explain the course material satisfactorily? YES NO 11(a). If you should also you would be a standard NO 10(b).
12. Did you ever have to meet with this teacher after class for anything? YES NO
12(a). If you checked YES, was the teacher approachable, understanding, and helpful? YES NO 12(a)(i). If you checked NO, explain:

	irectly relevant toNO	your major, and compared to other courses you have taken up to now, do you feel that this course has helped to enrich your mind/ life? 13(a). If you checked YES, explain: (check as many as apply):	
	made me aware of important societal issues I did not know much about before;		
	enabled me to acquire <i>critical thinking</i> skills (including a fiery passion for truth and justice; and a profound belief in the value of honest research);		
	_ inspired me to become more informed about important social issues;		
	given me a better understanding of why things are the way they are in society today; made me more perceptive of the world around me; motivated me to consider doing a major/minor in the program to which this course belongs;		
	*	ink some of my prior beliefs/opinions;	
		nore critical of what I learn from the popular media;	
		nore conscious of my civic responsibility to society; and	
	helped me to, gen	erally, become a better person.	
13(b). l	f you checked No	O, please explain below (item no. 19)	
		malicious, rank this <i>course</i> on a 1 to 10 point linear scale, with "1" being one of the worst courses you have ever taken and "10" being	
		er taken at this school. of the worst) - 2 - 3 - 4 - 5 (neither worst nor best) - 6 - 7 - 8 - 9 - 10 (one of the best)	
one of the b	est teachers you ha	rmalicious, rank this <i>teacher</i> on a 1 to 10 point linear scale, with "1" being one of the worst teachers you have ever had and "10" being we ever had at this school. The worst) - 2 - 3 - 4 - 5 (neither worst nor best) - 6 - 7 - 8 - 9 - 10 (one of the best)	
16. How ma	any <i>total</i> credit hour	s were you registered for this semester?	
•		full-time job during this semester? YESNO 17(a). If you checked YES, and it was a part-time job, for how work at your job?	
18. If <i>you</i> we	ere asked to teach th	nis course what would you change, if anything?	
19. Any furt	her comments abo	ut this course <i>or</i> about this teacher? Please use an additional sheet, if necessary.	