

IMPORTANT! THIS FORM WILL NOT SCAN IF PHOTOCOPIED!
DO NOT XEROX, COPY OR DUPLICATE THIS FORM IN ANY WAY.



RIGHT <input type="radio"/> <input type="radio"/> <input type="radio"/>	WRONG <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
--	---

**Cleveland-Marshall College of Law
 Cleveland State University**

Student Evaluation of Faculty and Course

Evaluations are an important tool in the development of Cleveland-Marshall College of Law. The professor will receive a copy of the evaluations after the grades for the course have been submitted. Completed forms are available in the library for student use in course selection. Professors find these evaluations highly valuable in planning and teaching their courses. The faculty and the University may use these evaluations in making decisions on retention, promotion, tenure, merit salary increases and teaching assignments. Please take the time to answer with care. Thank you for your cooperation.

PLEASE RANK ON A SCALE OF "1" = POOR TO "5" = EXCELLENT:

ABOUT THE PROFESSOR

1 2 3 4 5 NA

- 1. Clarity of Presentation 1 2 3 4 5 NA
- 2. Organization of Presentation 1 2 3 4 5 NA
- 3. Knowledge of Subject Matter 1 2 3 4 5 NA
- 4. Preparation for Class 1 2 3 4 5 NA
- 5. Responsiveness to Student's Questions 1 2 3 4 5 NA
- 6. Exploration of Alternative Points of View 1 2 3 4 5 NA
- 7. Accessibility Outside of Classroom 1 2 3 4 5 NA
- 8. Capacity to Stimulate Interest in the Subject 1 2 3 4 5 NA
- 9. Demonstration of Respect for Students 1 2 3 4 5 NA
- 10. Overall Effectiveness of Instruction 1 2 3 4 5 NA
- 11. Timely Feedback on Assignments/Exams 1 2 3 4 5 NA

ABOUT THE COURSE

1 2 3 4 5 NA

- 12. Quality of Written Materials 1 2 3 4 5 NA
- 13. Relevance of Reading Assignments to Class 1 2 3 4 5 NA
- 14. Overall Effectiveness of Course 1 2 3 4 5 NA

ABOUT YOU

15. My year in school is: 1L 2L 3L 4L

16. I attend class during the: day evening

17. Professor's Teaching Method Is:

- A) Socratic (No Passing)
- B) Volunteers Only
- C) Problems/Projects
- D) Socratic (Passing Allowed)
- E) Lecture
- F) Other

18. What did you like best about this professor and the course?

19. What did you like least about this professor and the course?

20. How can this course be improved?

21. Would you recommend this professor to other students? Yes No

Please explain:

22. Additional Comments:

PROFESSOR: _____ COURSE: _____

SEMESTER: _____ YEAR: 20 _____

Faculty

Inside this envelope are course evaluation forms for you to distribute to the class named on the front of this envelope.

Guidelines:

1. In 1997, the Teaching Committee and the law faculty unanimously voted to make course evaluations and the use of the forms mandatory of all faculty members. You must use the enclosed forms, although you may supplement them with your own survey.
2. **Students are to mark their answers to questions 1-22 directly on the two-sided Faculty & Course Evaluation Scantron answer sheet. Students are to use a no. 2 pencil** to fill in the bubble that corresponds to their answer and write in their answers for the open-ended questions. PLEASE BE SURE TO REMIND STUDENTS TO FILL IN THE PROFESSOR, COURSE, AND SEMESTER INFORMATION ON SIDE 2, since this is the only way we will be able to identify what course the evaluation has been submitted for.**
3. Please distribute the forms anytime you desire during the **last two weeks** of class.
4. We strongly recommend that you distribute the form at the beginning of class and provide approximately 10-15 minutes of class time for students to complete them. *You should not be present* while students complete and collect the forms.
5. Before leaving the room, please announce to the class that:
 - a) These evaluation forms are an important tool in helping you improve the class,
 - b) A student, (announce who), will collect the forms, seal them in this envelope, and take them, for the day classes to the Student Record's Office (LB 142); and for evening classes to the Student Services Center (and if the Student Services Center is closed, to the Circulation Desk in the Law Library).
 - c) You have access to the forms only after you have turned in your final grades for this class (the Student Records Officer will place them in your mailbox); and
 - d) The forms are duplicated and placed on reserve in the library available for review by all students.

Many Thanks For Your Cooperation

-The Teaching Committee

** Please leave the pencils supplied in classrooms, so they are available for the next group of students.

Revised: September 2010