**Course Evaluation Analysis – Single Course**

Course evaluations (Student Evaluations of Teaching) provide valuable information to faculty regarding the structure and presentation of the course. By doing a careful analysis of the data, faculty can determine action steps to improve the course, which is part of the continuous improvement process. These data analyses and action steps can and should be archived in the faculty portfolio as evidence of data-informed decisions in teaching (in the Teaching Innovation and Curriculum Development section of the Teaching Performance module).

This analysis focuses on a single course. This is best used if you only taught one course or if you only have questions and concerns about one course.

**Area of Strength**

For this course, determine the three highest-scored items from the course evaluations. Jot some initial notes about how these items might have been influenced by your syllabus structure, Blackboard course structure, or delivery methods. Notes about students or cohorts are not helpful during this part of the analysis, so leave any of those comments off this sheet.

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| **Item** | **Percent Top 2** | **Notes** |
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Select one behavior or aspect of the course that seemed to contribute positively and make a note here to continue that in this course or other courses like it. Be sure to take time to celebrate these wins! (Example: Item #5 came out at the top item. The work I did aligning my syllabus and the Blackboard course seems to have increased the clarity of the expectations for students.)

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**Area of Growth**

Now find the three lowest-scored items on the course evaluations and note them here. Make notes about the syllabus structure, Blackboard course structure, or delivery methods that may have contributed to these scores.

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| **Item** | **Percent Top 2** | **Notes** |
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Select one item that you would like to see the percentage move upward. Set a goal for what you would like that item to be the next time you teach this course. (Example: When I teach EDU 302 in Spring 2021, Item #13 will move from 82% to 87%.)

Goal (write your goal here):

Action Steps

Now it’s time to determine the action steps you will need to move that number. (Example: #1 Set aside 2 hours on my calendar the day after an assignment is due to grade it and give feedback. This will ensure that my feedback is given in a timely manner. #2 Change Quiz 3 to have multiple-choice items. Set the feedback in the Blackboard system, so students get feedback right away on at least one quiz.)