

Blue Course Evaluation System

Presenters: Karen Hicks and Dana Cogswell

Support: Terri Christian



Housekeeping

- This presentation is being recorded for future reference.
- Please keep your microphone muted until called on during the Q & A session.
- Please enter questions as they occur to you in the chat. We will address all questions at the end of the presentation during the Q & A session.
- If you would like to make a comment, or ask a question, during the Q & A session please let us know in the chat. We want to hear what you have to say. However, to avoid confusion during the WebEx meeting, we will call on individuals to comment/ask questions after seeing their request in the chat.
- Thank you for being part of this meeting.

Why Blue?

- Benefits
- Differences from IDEA and/or 'old process'

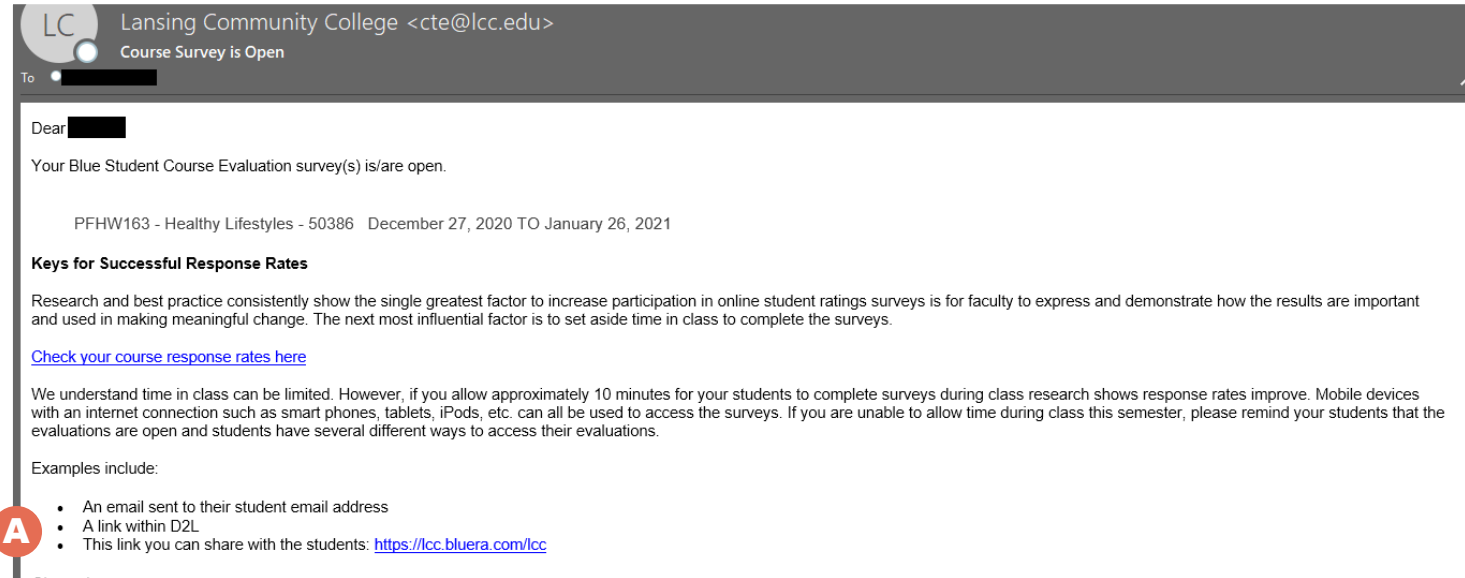


How to access Blue Course Evaluation Forms



Accessing your Course Evaluation Forms

- Figure A. Link in Email
- Figure B. Link from Employee eToolbox found on the Work Tab of myLCC



LC Lansing Community College <cte@lcc.edu>
Course Survey is Open

To: [Redacted]

Dear [Redacted],

Your Blue Student Course Evaluation survey(s) is/are open.

PFHW163 - Healthy Lifestyles - 50386 December 27, 2020 TO January 26, 2021

Keys for Successful Response Rates

Research and best practice consistently show the single greatest factor to increase participation in online student ratings surveys is for faculty to express and demonstrate how the results are important and used in making meaningful change. The next most influential factor is to set aside time in class to complete the surveys.

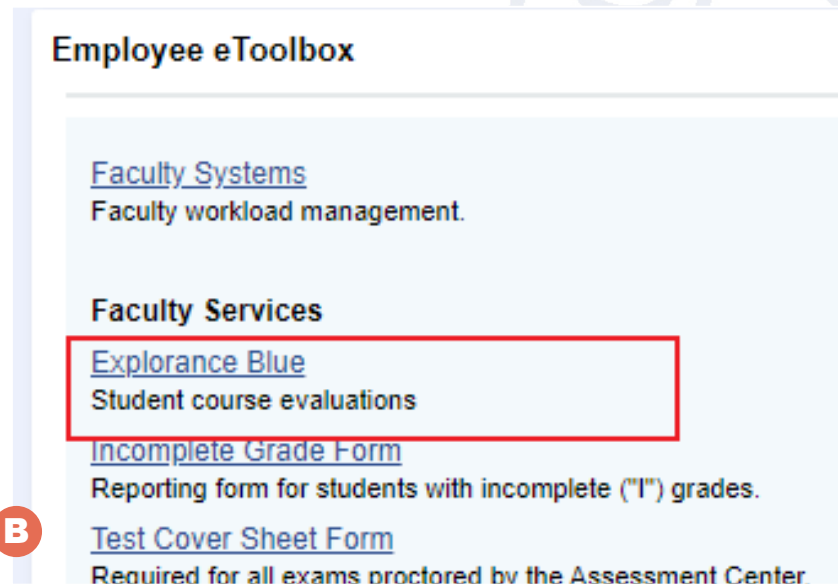
[Check your course response rates here](#)

We understand time in class can be limited. However, if you allow approximately 10 minutes for your students to complete surveys during class research shows response rates improve. Mobile devices with an internet connection such as smart phones, tablets, iPods, etc. can all be used to access the surveys. If you are unable to allow time during class this semester, please remind your students that the evaluations are open and students have several different ways to access their evaluations.

Examples include:

- An email sent to their student email address
- A link within D2L
- This link you can share with the students: <https://lcc.bluera.com/lcc>

A



Employee eToolbox

- [Faculty Systems](#)
Faculty workload management.
- [Faculty Services](#)
 - Explorance Blue**
Student course evaluations
 - [Incomplete Grade Form](#)
Reporting form for students with incomplete ("I") grades.
 - [Test Cover Sheet Form](#)
Required for all exams proctored by the Assessment Center

B

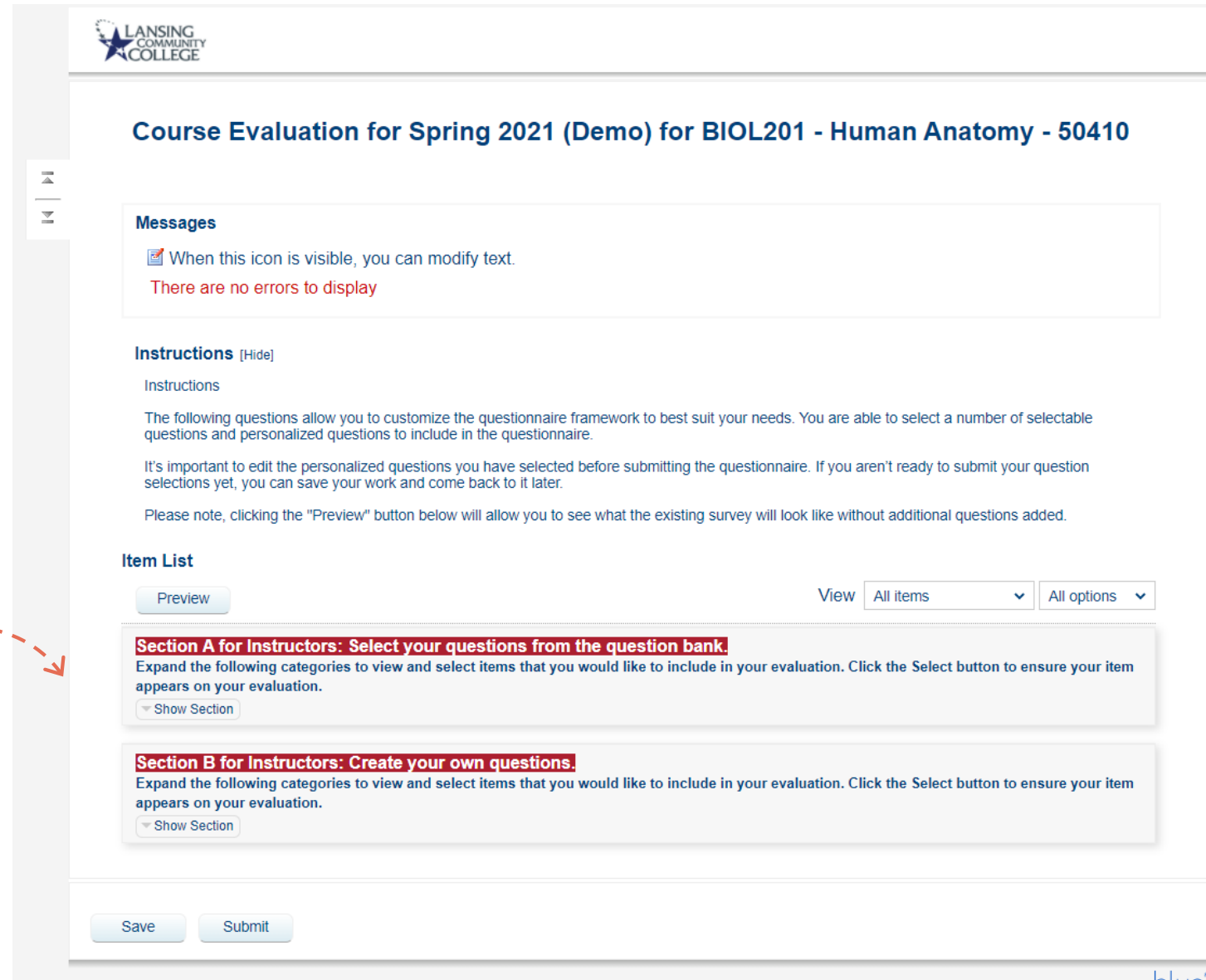
Blue Course Evaluation Questionnaire



Three Types of Questions

1. Universal/Common set.
2. Bank of Questions – personalized.
3. Free-form questions – personalized.

Questionnaire
Personalization Page
showing types of
questions



LANSING
COMMUNITY
COLLEGE

Course Evaluation for Spring 2021 (Demo) for BIOL201 - Human Anatomy - 50410

Messages

When this icon is visible, you can modify text.
There are no errors to display

Instructions [Hide]

Instructions

The following questions allow you to customize the questionnaire framework to best suit your needs. You are able to select a number of selectable questions and personalized questions to include in the questionnaire.

It's important to edit the personalized questions you have selected before submitting the questionnaire. If you aren't ready to submit your question selections yet, you can save your work and come back to it later.

Please note, clicking the "Preview" button below will allow you to see what the existing survey will look like without additional questions added.

Item List

Preview View All items All options

Section A for Instructors: Select your questions from the question bank.
Expand the following categories to view and select items that you would like to include in your evaluation. Click the Select button to ensure your item appears on your evaluation.
Show Section

Section B for Instructors: Create your own questions.
Expand the following categories to view and select items that you would like to include in your evaluation. Click the Select button to ensure your item appears on your evaluation.
Show Section

Save Submit

Universal Questions

- **Developed by CASL**
- **Likert and open-ended questions**
- **After launch, will review periodically to ensure questions are suitable and useful to faculty**
- **Will continue to add questions to the question bank over time**

1. Course projects, assignments, tests, and/or exams improved my understanding of the course material.
2. The course textbook and/or readings contributed to my learning of the subject matter.
3. Course requirements and goals were stated clearly at the beginning of the course.
4. The classroom environment including space, tables, desks, lighting, etc. made it easy for me to learn.
5. Which learning activities or assignments were the most helpful for your learning and why?
6. Any additional comments you would like to offer?
7. I was given multiple ways to interact with the instructor throughout the course.
8. The instructor encouraged group activities and discussions throughout the course.
9. I was informed of my progress throughout the semester.
10. My instructor's feedback on course assignments, projects, tests, and/or papers helped my improve in the course.
11. The course instructor explained course materials clearly.
12. The course instructor communicated enthusiasm and interest in the course material.
13. The instructor responded respectfully to students' questions.
14. The instructor encouraged respect for differing student opinions and experiences throughout the course.
15. What strategies or techniques did the instructor use to create an inclusive learning environment?

Question Bank Examples

- Figure A. Question Bank
- Figure B. Preview from Question Bank
- If want to use would click on the Select button.

Section A for Instructors: Select your questions from the question bank.
Expand the following categories to view and select items that you would like to include in your evaluation. Click the Select button to ensure your item appears on your evaluation.

<input type="button" value="Preview"/>	Course assignments, projects, tests, and/or papers helped me to develop skills I can use inside and outside of the classroom.	<input type="button" value="Select"/>	<input type="button" value="Deselected"/>
<input type="button" value="Preview"/>	Course projects, assignments, tests and/or exams provided opportunity for me to demonstrate an understanding of the course material.	<input type="button" value="Select"/>	<input type="button" value="Deselected"/>
<input type="button" value="Preview"/>	Please comment on the extent to which course assignments and tests required you to think and apply course concepts rather than memorize them.	<input type="button" value="Select"/>	<input type="button" value="Deselected"/>
<input type="button" value="Preview"/>	Technological and online requirements were explained clearly at the beginning of the course.	<input type="button" value="Select"/>	<input type="button" value="Deselected"/>
<input type="button" value="Preview"/>	The course helped me improve my ability to formulate, analyze and solve problems.	<input type="button" value="Select"/>	<input type="button" value="Deselected"/>

A

Item List

View

Section A for Instructors: Select your questions from the question bank.
Expand the following categories to view and select items that you would like to include in your evaluation. Click the Select button to ensure your item appears on your evaluation.

Course assignments, projects, tests, and/or papers helped me to develop skills I can use inside and outside of the classroom.

Strongly disagree
 Disagree
 Neutral
 Agree
 Strongly Agree

Course projects, assignments, tests and/or exams provided opportunity for me to demonstrate an understanding of the course material.

Please comment on the extent to which course assignments and tests required you to

B

Section B for Instructors: Create your own questions.

Expand the following categories to view and select items that you would like to include in your evaluation. Click the Select button to ensure your item appears on your evaluation.

[Collapse Section](#) [Close All Questions](#)

Close

Select

Deselected

Please enter your question here (Likert scale 1).

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Close

Select

Deselected

Please enter your question here (Likert scale 2).

- Never
- Rarely
- Sometimes
- Most of the Time
- Always

Close

Select

Deselected

Please enter your comment question here.

Example of Creating Own
Question options.

Formative Question opportunities coming in Phase II

We plan to begin testing this in Summer Semester.

Course Evaluation for Spring 2021 (Demo) for BIOL201 - Human Anatomy - 50410

Thank you for choosing LCC.

LCC is striving to be the best community college in our region and we value your feedback on the courses we offer. Please take this opportunity to let us know what you thought of your course(s) and instruction. Course evaluations are now online. You can access it on any device with a wireless internet connection (smart phone, iPad, tablet, laptop, etc.).

Every survey is kept confidential and your thoughtful responses provide faculty with insights about their instructional effectiveness and insight into future improvements for the course and program offerings. We look forward to hearing your feedback.

Previous

Next

Save

Submit

Course Evaluation for Spring 2021 (Demo) for BIOL201 - Human Anatomy - 50410

Course materials

	Strongly disagree	Disagree	Neutral	Agree	Strongly Agree
Course projects, assignments, tests, and/or exams improved my understanding of the course material.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course textbook and/or readings contributed to my learning of the subject matter.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Course requirements and goals were stated clearly at the beginning of the course.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The classroom environment including space, tables, desks, lighting, etc. made it easy for me to learn.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Which learning activities or assignments were the most helpful for your learning and why?

Questions about [REDACTED]

Engagement

I was given multiple ways to interact with the instructor throughout the course.

- Never
- Rarely
- Sometimes
- Most of the Time
- Always

The instructor encouraged group activities and discussions throughout the course.

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Feedback

I was informed of my progress throughout the semester.

- Never
- Rarely
- Sometimes
- Most of the Time
- Always

My instructor's feedback on course assignments, projects, tests, and/or papers helped me improve in the course.

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Example of Survey
Lower on Second Page –
Instructor Specific
Questions (1 of 2)

Instructor

	Never	Rarely	Sometimes	Most of the Time	Always
The course instructor explained course materials clearly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course instructor communicated enthusiasm and interest in the course material.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor responded respectfully to students' questions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor encouraged respect for differing student opinions and experiences throughout the course.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What strategies or techniques did the instructor use to create an inclusive learning environment?

Previous

Next

Save

Submit

Progress 100%

Mobile Version | Standard Version

blue*

Example of Survey
Lower on Second Page –
Instructor Specific
Questions (2 of 2)



Your feedback is greatly appreciated!

Thank you in advance for helping our faculty and LCC improve our learning environment.

If you have other surveys to fill out they are listed below:

[Click here to see the list of your tasks](#)

**Example of Survey
Final Page after Submit**

Assessing and Reviewing Course Evaluation Reports


Three different types:

1. Section
2. Multiple Sections of same course
3. Different Courses aggregated together

Viewing and Increasing Response Rates



Reply Reply All Forward IM
Thu 12/17/2020 3:44 PM

 Lansing Community College <cte@lcc.edu>
Course Survey is Open

To [Redacted]

Dear [Redacted]

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Examples include:

- An email sent to their student email address
- A link within D2L
- This link you can share with the students: <https://lcc.bluera.com/lcc>

Sincerely,
Center for Data Science

**Example invitation email for
Response Rate Viewing with link**

MONITOR & COMMUNICATE

"I kept the class updated as to their progress—OK, we're at 50, 65, 75 percent. I also made sure they knew how many more students had to complete it to get to the 80 percent target. I think this gave some of the holdouts the incentive to complete."

JEFF JANOWICK, HISTORY · 85% RESPONSE RATE

IN-VIRTUAL CLASS CAPTURE

"I find the highest response rates in face-to-face sections when we take time during a regular class session for evaluation because it becomes a priority for students that does not compete with other classes, work, family or other outside obligations."

DANIEL RAFAIL, COMPUTER INFORMATION TECHNOLOGIES · 82% RESPONSE RATE

CREATE VALUE FOR STUDENTS

"I really stress to the students that it's as important for me to have their feedback as it is for them to have my feedback during the course. Also, that I take to heart the good, the bad and the ugly, that I learn something new every day and their input is vital for me to learn and grow and be a better instructor."

KRISTINE CUDDY, COMMUNITY HEALTH SERVICE EDUCATION · 100% RESPONSE RATE

Important Dates and Contact information



Important Dates

Length of Semester	Course Evaluation Activation Date	Last day to Evaluate Courses	Adding Questions Cut-Off Date
16-week	30 days prior to last course date	11:59pm on the last day of the class	Up to day before course evaluation goes live to students in your course
14-week	25 days prior to last course date	Same as 16-week	Same as 16-week
8-week	20 days prior to last course date	Same as 16-week	Same as 16-week

Contact Information

- **Center for Data Science (CDS)**
lcc-cds@star.lcc.edu
517-483-1123
- **Center for Teaching Excellence (CTE)**
cte@star.lcc.edu
517-483-1680
- **Informational Technology Services (ITS)**
Help Desk at lcc1@star.lcc.edu
517-483-2100
- **CASL**
Chair, Timothy Deines
deinest@star.lcc.edu
517-483-1040



More To Come

- Short How To Videos, after spring break.
 - [Posted on the CTE website](#)
- Report Workshop, at the end of the Semester.
- Information on non-faculty roles and reports.

Q & A



This concludes our presentation

Thank you for your participation!

