



## Course Evaluation Faculty Response Form

Dear Colleague,

The \_\_\_\_\_ is charged with the responsibility of reviewing course evaluations to ensure that the OHSU curriculum is optimal for preparation of students. The School of Nursing policy indicates that course evaluations are sent to the Administrators and faculty governance councils who will review the course if the overall mean is 4 or below (out of 6) and the response rate is 60% or greater. In the most recent aggregate Course Evaluation report (s), you are listed as lead faculty on a course that falls into this category. In order to facilitate the review of this course, please complete this page, answering the questions below and noting any mitigating factors, such as first time teaching this course, in your comments. Thank you for taking part in the evaluation and improvement of our curriculum.

Course:

Term:

Faculty of Record:

Factors contributing to the course evaluation mean of 4 or below:

Plan to improve the course in preparation for teaching this course again:

Date Submitted:

Please return the completed form to the Chair of the appropriate Council Committee:

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