Guidelines for Sharing Teaching Evaluations

# Gather Your Most Recent 3 Years of Teaching Evaluations

Collect your teaching evaluations from the past three years, or select the most relevant ones that reflect your current teaching practices and style. These evaluations should represent a broad view of your teaching, showcasing the variety of courses and student feedback you have received.

# Organize Your Evaluations into a Story

Structure the information to tell a cohesive story that highlights your growth as an educator over time. The key is to show how you have reflected on feedback, adapted your methods, and improved your teaching approach.

# Describe the Class:

Provide context for each course you taught. Mention course title, subject, and any unique aspects of the class (e.g., size, format, or learning goals). This helps to give a clear understanding of the environment in which the feedback was given.

Example:

"In the spring of 2022, I taught an undergraduate course on Public Health Policy with 40 students. The course was designed to introduce students to the key issues in health policy and its impact on communities."

# Narrative of the Feedback:

Use quotes directly from your evaluations to paint a picture of how students perceived your teaching. Try to highlight both positive and constructive feedback to provide a balanced view. This part of the story should focus on themes that emerge from the evaluations (e.g., teaching style, course structure, engagement, etc.).

Example:

"One student shared, 'Professor Aragon’s lectures were engaging and informative, but I struggled with the pacing of the assignments.' Another commented, 'The course was very well-organized, but I would have appreciated more group work to apply the concepts.'"

# Provide the Raw Data for Each Evaluation

For transparency, include the actual evaluation data for each respective class. This typically includes numerical ratings (e.g., on a scale from 1 to 5) and qualitative comments.

Example:

* *Spring 2022 – Public Health Policy*:
	+ "Course clarity": 4.5/5
	+ "Engagement in lectures": 4.8/5
	+ Qualitative comment: "The lectures were clear and insightful, but the assignment deadlines felt too tight towards the end."
* *Fall 2021 – Epidemiology*:
	+ "Instructor effectiveness": 4.3/5
	+ "Course materials": 4.7/5
	+ Qualitative comment: "Professor Aragon is very knowledgeable, but more real- world examples would help solidify my understanding of the theories."

# Reflect on How You Used the Feedback to Improve Your Teaching

The final step is to describe how you used the feedback from each course to make changes in subsequent courses. This demonstrates your ability to adapt and improve based on student input, which is a key characteristic of effective teaching.

# Identifying Areas for Improvement:

Reflect on areas where students expressed dissatisfaction or where the feedback was mixed. Did you notice any patterns (e.g., pacing issues, lack of engagement in certain activities, unclear assignments)?

Example:

"Several students mentioned that the pacing of assignments in the Public Health Policy course felt rushed, especially towards the end of the semester. Based on this feedback, I adjusted the schedule in subsequent semesters to give students more time to complete assignments and incorporated more opportunities for in-class discussions."

# Changes You Implemented:

Clearly describe any changes you made to your teaching based on the feedback. These could be related to course structure, assignment formats, teaching methods, or engagement strategies.

Example:

"To address the feedback on engagement, I introduced more group activities and case studies into my Epidemiology course, which allowed students to apply theoretical concepts to real-world scenarios. I also provided more feedback on assignments throughout the semester, rather than just at the end, to ensure students felt supported."

# Assessing the Impact:

If possible, provide evidence of how these changes improved your teaching. This could include more positive feedback in later evaluations, improvements in student learning outcomes, or personal reflections on how the class dynamics changed.

Example:

"After adjusting the course structure and providing more interactive elements, student feedback in the next semester showed a noticeable improvement, with ratings for engagement rising from 4.3/5 to 4.8/5."

# Conclude and Summarize Key Takeaways

Conclude by briefly summarizing how you have continued to evolve as an educator, emphasizing that teaching is a continuous process of learning and adaptation. Reinforce the idea that feedback is integral to improving and refining your approach.

Example:

"Overall, these evaluations have been invaluable in helping me refine my teaching methods. The feedback provided me with insights that have allowed me to better align the course with

students’ needs, fostering a more engaging and effective learning environment."