Important Dates for Summer 2019 Course Evaluations
Kamloops and Williams Lake

Summer Session 1 (K & WL)

May 6 Classes commence
May 13 to May 17 Course list validation
May 17 Deadline for course lists approval
May 30 Passwords emailed
Jun 3 to Jun 14 Course evaluation period
Jun 14 End of regular classes
Jun 21 End of regular exams
Aug 16 Reports distributed

Summer Session 2 (K & WL)

Jun 24 Classes commence
Jul 1 to Jul 5 Course list validation
Jul 5 Deadline for course lists approval
Jul 22 to Aug 2 Course evaluation period
Aug 2 End of regular classes
Aug 9 End of regular exams
Aug 16 Reports distributed

Discipline Specific Custom Questions

April 12 Deadline for the submission of approved, discipline specific customized survey questions to IPE for the Summer administration.

Prior to submission to IPE on April 12, questions should be approved by Faculty Councils and forwarded to the Centre of Excellence in Learning and Teaching

Summer Session 3 (Kamloops)

May 6 Classes commence
May 13 to May 17 Course list validation
May 17 Deadline for course list approval
Jul 8 to Jul 26 Course evaluation period
Jul 26 End of regular classes
Aug 9 End of regular exams
Aug 16 Reports distributed

Notes

Course list validation: Deans and Chairs will be asked to confirm the course lists and course instructors. IPE uses the dean-approved list to administer the surveys and place the links to course-specific surveys in student MyTRU accounts. Any changes to instructor assignments after the course list approval deadline will need to be communicated directly to IPE by the dean's office.

Course evaluation period: Faculty members will be provided, via TRU email, with a password to unlock the survey prior to the evaluation period. Regular semester-based courses survey links will be available via student MyTRU accounts. For courses that do not follow the regular schedule, dean's offices will contact IPE to make alternate arrangements.

Reporting: Evaluation results will not be available until final grades are submitted for the course.

Resources

CELT course evaluation web page
FAQ
Information for instructors (instructions)

celt@tru.ca (policy, process, survey design)

IPE Course Evaluations Report (Fall 2018)
IPE Course Evaluations Report (Winter 2018)

crsevaladmin@tru.ca (technical, timeline)
(250) 828.7164 (urgent technical questions)