



Date May 9, 2018  
File Course evaluations  
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Dear Prof. Dr. H. G. van Dissel,  
Dear Prof. Dr. M. Giuliadori,  
Dear Ms F.J. van Waveren-Algra,

Hereby the advice from the Faculty Study Council (FSR FEB) on the new course evaluations policy.

First of all, we highly appreciate the chance to be a part of the working group for Course evaluations. We are satisfied with the new policy and are of the impression that it is going to give a more accurate view of how students see the education in our faculty, and as a result, the faculty will be able to clearly identify the underlying problems. Apart from that, there a few important points to mention:

- The FSR believes course evaluations are of utmost importance in order to keep the quality of education high at the FEB. As such we believe that rewarding students that fill in the course evaluation could be a way forward in increasing their response rate.
  1. One suggestion would be to keep track of the number of course evaluation filled in by a student and if during one academic year the student has submitted more than X forms, he/she should be rewarded with a voucher of Y euros.
  2. Alternatively, filling in one course evaluation could be seen as an entry ticket for a lottery. Thus, the more forms filled in, the more chances the student would have to win the prize.
  3. Students could also be rewarded with coffee or a free meal at the canteen by filling in the course evaluations.
- Since the course evaluations are filled online, we believe it would be beneficial for students to be able to submit their response to the course evaluation at any point in time. Students have complained that these forms are too long and consequently take too much time to fill in. We understand that this could invalidate the results. However, we believe that through online technology each question could have a different number of answers, and thus still be valid. When paper-form questionnaires were used, students could fill whole or a part of the questionnaire and we are of the opinion that this possibility should be installed online evaluations too. It is better to receive a partial response than no response.
- We would also like to stress the importance of encouraging lecturers to present these results to the student population. We believe that if students would be able to get the results of these evaluation, they would be more motivated to fill them in the future. Moreover, we would suggest presenting more infographics and detailed specifics of the





evaluation outcome. These would make them more attractive and more informative both for students and for teachers. One more suggestion related to their presentation would be for the professor to add a personalized message at the end of the resulted document. This section could include an area where the professor felt the course went well, and an area where he/she would display how the course will be improved for next year, given their suggestions. This could also be added on next year syllabus in order to show the continual development of FEB courses and their ever-increasing quality.

- During our Think Tank event, where the FSR gathered opinions from students about their experience at the FEB, a few suggestions were to make course evaluations more personalized. Students would like to see pictures of their tutorial teachers/professors in order to grade them accordingly. Many of them believed that seeing a photo of their teacher would increase the personal feeling of these evaluations and increase their accuracy.
- As an official advisory body of the Faculty, the FSR should be entitled to receive the outcomes of course evaluations, please see the Higher Education and Research Act (WHW) and the FSR's right for information (WHW, Hoofdstuk 9, article 9.32, sub-article 6). In order to represent all students, studying at FEB, and have more accurate overview of the quality of education in our faculty, we request for the access to the course evaluations.

In conclusion, the FSR FEB advises positively on the new course evaluations policy document, but the above mentioned points should be considered by the course evaluations working group.

On Behalf of the FSR FEB 2017-2018,  
Toma Cerniauskaite,  
Chairwoman

Tudor Maxim  
Council Assistant