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EXECUTIVE SUMMARY

<table>
<thead>
<tr>
<th>COURSE DATA</th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses evaluated</td>
<td>2,523</td>
<td>2,582</td>
</tr>
<tr>
<td>Total number of submissions</td>
<td>55,865</td>
<td>45,426</td>
</tr>
<tr>
<td>Total number of declined submissions</td>
<td>2,047</td>
<td>2,145</td>
</tr>
<tr>
<td>Overall Faculty response rate&lt;sup&gt;2&lt;/sup&gt;</td>
<td>49%</td>
<td>46%</td>
</tr>
<tr>
<td>Overall University-wide response rate&lt;sup&gt;2&lt;/sup&gt; (including School of Continuing Studies)</td>
<td>50%</td>
<td>48%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INSTRUCTOR DATA</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors teaching course being evaluated</td>
<td>1,940</td>
</tr>
<tr>
<td>Cumulative number of instructors who have accessed the online permission form</td>
<td>2,384</td>
</tr>
<tr>
<td>Cumulative number of instructors who have granted permission to disseminate results&lt;sup&gt;4&lt;/sup&gt;</td>
<td>1,480</td>
</tr>
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<table>
<thead>
<tr>
<th>STUDENT DATA</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Students enrolled in courses being evaluated</td>
<td>31,631</td>
</tr>
<tr>
<td>Students who completed at least one evaluation</td>
<td>58%</td>
</tr>
<tr>
<td>Students who completed no evaluations</td>
<td>42%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACADEMIC UNIT DATA</th>
<th></th>
</tr>
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<tbody>
<tr>
<td>Academic units involved</td>
<td>84</td>
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<tr>
<td>Units following the extended dates option</td>
<td>20</td>
</tr>
<tr>
<td>Units with increased response rate (vs. 11-12)</td>
<td>19</td>
</tr>
<tr>
<td>Units with decreased response rate (vs. 11-12)</td>
<td>31</td>
</tr>
<tr>
<td>Units with response rate within ±1%</td>
<td>5</td>
</tr>
<tr>
<td>Units with &gt;= 70% average response rate</td>
<td>4</td>
</tr>
<tr>
<td>Units with 50% - 69% average response rate</td>
<td>18</td>
</tr>
<tr>
<td>Units with 41% - 49% average response rate</td>
<td>25</td>
</tr>
<tr>
<td>Units with = &lt; 40% average response rate</td>
<td>11</td>
</tr>
</tbody>
</table>

<sup>1</sup> Primary course evaluations only. This report does not include courses with enrolment of less than 5. The Music Performance Department has not been included in this report due to the unique nature of their courses.

<sup>2</sup>The Faculty Response Rate and University-wide Response Rate averages are calculated on a per course basis: ∑ courses / # courses.

<sup>3</sup>Relative to 2011-2012, the arrows (↑ ↓) indicate a change of greater than ±1% while ↔ represents a 0 to ±1% change.

<sup>4</sup>As of February 1, 2010, permission could be granted to disseminate results on a course by course basis.
## 1. AVERAGE RESPONSE RATE BY FACULTY

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td># of courses evaluated</td>
<td>Avg. response rate</td>
</tr>
<tr>
<td>Agricultural &amp; Environmental Sciences</td>
<td>185</td>
<td>42% ↓³</td>
</tr>
<tr>
<td>Arts</td>
<td>503</td>
<td>51% ↓</td>
</tr>
<tr>
<td>Dentistry²</td>
<td>&lt;10</td>
<td>n/a -</td>
</tr>
<tr>
<td>Education</td>
<td>255</td>
<td>50% ↔</td>
</tr>
<tr>
<td>Engineering</td>
<td>235</td>
<td>45% ↓</td>
</tr>
<tr>
<td>Law</td>
<td>86</td>
<td>48% ↑</td>
</tr>
<tr>
<td>Desautels Faculty of Management</td>
<td>209</td>
<td>45% ↓</td>
</tr>
<tr>
<td>Medicine</td>
<td>189</td>
<td>49% ↓</td>
</tr>
<tr>
<td>Schulich School of Music</td>
<td>118</td>
<td>49% ↓</td>
</tr>
<tr>
<td>Religious Studies</td>
<td>29</td>
<td>46% ↑</td>
</tr>
<tr>
<td>Science</td>
<td>335</td>
<td>51% ↑</td>
</tr>
<tr>
<td><strong>Faculty-wide Response Rate²</strong></td>
<td>2,150</td>
<td>49% ↓</td>
</tr>
<tr>
<td>School of Continuing Studies</td>
<td>374</td>
<td>60% ↔</td>
</tr>
<tr>
<td><strong>University-wide Response Rate²</strong></td>
<td>2,523</td>
<td>50% ↓</td>
</tr>
</tbody>
</table>

³ Primary course evaluations only. This report does not include courses with enrolment of less than five. The Music Performance Department has not been included in this report due to the unique nature of their courses.

² The Faculty-wide Response Rate and University-wide Response Rate averages are calculated on a per course basis: Σ courses / # courses.

³ Relative to 2011-2012 data, the arrows (↑ ↓) indicate a change of greater than ±1% while ↔ represents a 0 to ±1% change.

⁴ The response rate is not reported for an academic unit when fewer than 10 courses are evaluated.
### 2. AVERAGE RESPONSE RATE BY ACADEMIC UNIT

<table>
<thead>
<tr>
<th>Academic Units</th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td># of courses evaluated</td>
<td>Avg. response rate</td>
</tr>
<tr>
<td><strong>Agricultural &amp; Env. Sciences</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Agricultural &amp; Env. Sc. - Dean</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Agricultural Economics</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Animal Science&lt;sup&gt;5&lt;/sup&gt;</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Bioresource Engineering</td>
<td>41</td>
<td>37% <strong>↓</strong></td>
</tr>
<tr>
<td>Dietetics &amp; Human Nutrition</td>
<td>22</td>
<td>30% <strong>↓</strong></td>
</tr>
<tr>
<td>Farm Mgmt &amp; Technology Program</td>
<td>34</td>
<td>32% <strong>↓</strong></td>
</tr>
<tr>
<td>Food Science &amp; Agr. Chemistry&lt;sup&gt;5&lt;/sup&gt;</td>
<td>17</td>
<td>50% ↔</td>
</tr>
<tr>
<td>McGill School of Environment&lt;sup&gt;5&lt;/sup&gt;</td>
<td>14</td>
<td>67% <strong>↑</strong></td>
</tr>
<tr>
<td>Natural Resource Sciences</td>
<td>20</td>
<td>45% <strong>↓</strong></td>
</tr>
<tr>
<td>Parasitology</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Plant Science</td>
<td>12</td>
<td>53% <strong>↓</strong></td>
</tr>
<tr>
<td><strong>Total (11 units)</strong></td>
<td><strong>185</strong></td>
<td>**42% <strong>↓</strong></td>
</tr>
<tr>
<td><strong>Arts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anthropology&lt;sup&gt;5&lt;/sup&gt;</td>
<td>25</td>
<td>48% <strong>↓</strong></td>
</tr>
<tr>
<td>Art History &amp; Communication Studies</td>
<td>28</td>
<td>51% <strong>↑</strong></td>
</tr>
<tr>
<td>Arts - Dean’s Office</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>East Asian Studies&lt;sup&gt;5&lt;/sup&gt;</td>
<td>15</td>
<td>61% <strong>↓</strong></td>
</tr>
<tr>
<td>Economics</td>
<td>44</td>
<td>44% <strong>↓</strong></td>
</tr>
<tr>
<td>English&lt;sup&gt;5&lt;/sup&gt;</td>
<td>58</td>
<td>56% <strong>↑</strong></td>
</tr>
<tr>
<td>French Language Centre</td>
<td>17</td>
<td>40% <strong>↓</strong></td>
</tr>
<tr>
<td>French Language &amp; Literature&lt;sup&gt;5&lt;/sup&gt;</td>
<td>22</td>
<td>72% <strong>↓</strong></td>
</tr>
<tr>
<td>History and Classical Studies</td>
<td>60</td>
<td>45% <strong>↓</strong></td>
</tr>
<tr>
<td>Institute for Gender, Sex &amp; Fem. Std.</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Institute for the Std. of Development</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Institute for Study of Canada</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Islamic Studies</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Jewish Studies&lt;sup&gt;5&lt;/sup&gt;</td>
<td>15</td>
<td>49% <strong>↓</strong></td>
</tr>
<tr>
<td>Languages, Literatures, Cultures</td>
<td>49</td>
<td>57% <strong>new</strong></td>
</tr>
<tr>
<td>Linguistics</td>
<td>14</td>
<td>56% <strong>↓</strong></td>
</tr>
<tr>
<td>Philosophy</td>
<td>27</td>
<td>45% <strong>↓</strong></td>
</tr>
<tr>
<td>Political Science</td>
<td>46</td>
<td>46% <strong>↑</strong></td>
</tr>
<tr>
<td>Social Work&lt;sup&gt;5&lt;/sup&gt;</td>
<td>25</td>
<td>64% <strong>↑</strong></td>
</tr>
<tr>
<td>Sociology</td>
<td>30</td>
<td>50% <strong>↓</strong></td>
</tr>
<tr>
<td><strong>Total (20 units)</strong></td>
<td><strong>503</strong></td>
<td>**51% <strong>↓</strong></td>
</tr>
<tr>
<td>Medicine</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>Total (1 unit)</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational &amp; Counselling Psychology</td>
<td>78</td>
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</tr>
<tr>
<td>Information Studies</td>
<td>21</td>
<td>67%</td>
</tr>
<tr>
<td>Integrated Studies in Education</td>
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<td>48%</td>
</tr>
<tr>
<td>Kinesiology and Physical Education</td>
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<td>26%</td>
</tr>
<tr>
<td>Total (4 units)</td>
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<td>50%</td>
</tr>
<tr>
<td><strong>Engineering</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Architecture</td>
<td>33</td>
<td>49%</td>
</tr>
<tr>
<td>Chemical Engineering</td>
<td>19</td>
<td>39%</td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>39</td>
<td>46%</td>
</tr>
<tr>
<td>Electrical &amp; Computer Engineering</td>
<td>50</td>
<td>45%</td>
</tr>
<tr>
<td>Engineering - Dean's Office</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>46</td>
<td>48%</td>
</tr>
<tr>
<td>Mining, Metals &amp; Materials Engineering</td>
<td>28</td>
<td>37%</td>
</tr>
<tr>
<td>Urban Planning</td>
<td>13</td>
<td>49%</td>
</tr>
<tr>
<td>Total (8 units)</td>
<td>235</td>
<td>45%</td>
</tr>
<tr>
<td><strong>Law</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law</td>
<td>86</td>
<td>48%</td>
</tr>
<tr>
<td>Total (1 unit)</td>
<td>86</td>
<td>48%</td>
</tr>
<tr>
<td><strong>Management</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management</td>
<td>209</td>
<td>45%</td>
</tr>
<tr>
<td>Total (1 unit)</td>
<td>209</td>
<td>45%</td>
</tr>
<tr>
<td>Course</td>
<td>Units</td>
<td>%</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------</td>
<td>------</td>
</tr>
<tr>
<td>Social Studies of Medicine</td>
<td>&lt;10</td>
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</tr>
<tr>
<td>Total (19 units)</td>
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<tr>
<td>Music</td>
<td></td>
<td></td>
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<tr>
<td>Music Research</td>
<td>118</td>
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</tr>
<tr>
<td>Performance</td>
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<td>n/a</td>
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<tr>
<td>Total (2 units)</td>
<td>118</td>
<td>49%</td>
</tr>
<tr>
<td>Religious Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Religious Studies</td>
<td>29</td>
<td>46%</td>
</tr>
<tr>
<td>Total (1 unit)</td>
<td>29</td>
<td>46%</td>
</tr>
<tr>
<td>Science</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Atmospheric &amp; Oceanic Sciences</td>
<td>11</td>
<td>63%</td>
</tr>
<tr>
<td>Biology</td>
<td>33</td>
<td>47%</td>
</tr>
<tr>
<td>Chemistry</td>
<td>76</td>
<td>43%</td>
</tr>
<tr>
<td>Computer Science</td>
<td>35</td>
<td>58%</td>
</tr>
<tr>
<td>Earth &amp; Planetary Sciences</td>
<td>16</td>
<td>45%</td>
</tr>
<tr>
<td>Geography</td>
<td>28</td>
<td>64%</td>
</tr>
<tr>
<td>Mathematics and Statistics</td>
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<td>49%</td>
</tr>
<tr>
<td>Physics</td>
<td>30</td>
<td>54%</td>
</tr>
<tr>
<td>Psychology</td>
<td>34</td>
<td>49%</td>
</tr>
<tr>
<td>Redpath Museum</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Total (10 units)</td>
<td>335</td>
<td>51%</td>
</tr>
<tr>
<td>School of Continuing Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Career &amp; Professional Develop</td>
<td>154</td>
<td>53%</td>
</tr>
<tr>
<td>Fac. Partnerships &amp; Summer Studies</td>
<td>&lt;10</td>
<td>n/a</td>
</tr>
<tr>
<td>Language &amp; Intercultural Communication</td>
<td>169</td>
<td>70%</td>
</tr>
<tr>
<td>McGill Writing Centre</td>
<td>27</td>
<td>46%</td>
</tr>
<tr>
<td>Translation &amp; Written Commnication</td>
<td>22</td>
<td>52%</td>
</tr>
<tr>
<td>Total (5 units)</td>
<td>374</td>
<td>60%</td>
</tr>
</tbody>
</table>

5 This unit followed the extended dates period (closing last day of exam period).
3. AVERAGE RESPONSE RATE BASED ON CLASS SIZE

Fall 2012
• 2,523 courses evaluated.¹
• 72% (n=1,810) of courses evaluated met the dissemination threshold which is a minimum of five responses and a sliding response rate based on class size.
• 1.5% (n=39) of the courses evaluated had an enrolment of one to four students and are therefore not eligible for dissemination to the McGill community.

<table>
<thead>
<tr>
<th>Class size</th>
<th>2008 Policy threshold</th>
<th>Avg. response rate²</th>
<th># of courses evaluated</th>
<th># of courses achieved threshold</th>
<th># of courses below threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 4</td>
<td>n/a</td>
<td>n/a</td>
<td>39</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>5 - 11</td>
<td>min 5</td>
<td>56%</td>
<td>443</td>
<td>227</td>
<td>216</td>
</tr>
<tr>
<td>12 - 30</td>
<td>40%</td>
<td>55%</td>
<td>1031</td>
<td>791</td>
<td>240</td>
</tr>
<tr>
<td>31 - 100</td>
<td>35%</td>
<td>45%</td>
<td>788</td>
<td>564</td>
<td>224</td>
</tr>
<tr>
<td>101 - 200</td>
<td>30%</td>
<td>41%</td>
<td>198</td>
<td>167</td>
<td>31</td>
</tr>
<tr>
<td>201+</td>
<td>25%</td>
<td>37%</td>
<td>63</td>
<td>61</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2,523</td>
<td>1,810</td>
<td>713</td>
</tr>
</tbody>
</table>

Winter 2013
• 2,582 courses evaluated.¹
• 55% (n=1,414) of courses evaluated met the dissemination threshold which is a minimum of five responses and a sliding response rate based on class size.
• 4.7% (n=122) of the courses evaluated had an enrolment of one to four students and are therefore not eligible for dissemination to the McGill community.

<table>
<thead>
<tr>
<th>Class size</th>
<th>2008 Policy threshold</th>
<th>Avg. response rate²</th>
<th># of courses evaluated</th>
<th># of courses achieved threshold</th>
<th># of courses below threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 4</td>
<td>n/a</td>
<td>n/a</td>
<td>122</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>5 - 11</td>
<td>min 5</td>
<td>57%</td>
<td>512</td>
<td>216</td>
<td>296</td>
</tr>
<tr>
<td>12 - 30</td>
<td>40%</td>
<td>52%</td>
<td>1077</td>
<td>761</td>
<td>316</td>
</tr>
<tr>
<td>31 - 100</td>
<td>35%</td>
<td>41%</td>
<td>765</td>
<td>277</td>
<td>488</td>
</tr>
<tr>
<td>101 - 200</td>
<td>30%</td>
<td>35%</td>
<td>172</td>
<td>112</td>
<td>60</td>
</tr>
<tr>
<td>201+</td>
<td>25%</td>
<td>30%</td>
<td>56</td>
<td>48</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2,582</td>
<td>1,414</td>
<td>1,168</td>
</tr>
</tbody>
</table>

¹ Primary course evaluations only. This report does not include courses with enrolment of less than 5. The Music Performance Department has not been included in this report due to the unique nature of their courses.
² The average response rate by class size is calculated on a per course basis: Σ courses / # courses.
4. AVERAGE RESPONSE RATE BASED ON THE TYPE OF COURSE

<table>
<thead>
<tr>
<th>Type of course</th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td># of courses evaluated(^\text{1})</td>
<td>Avg. response rate(^\text{2})</td>
</tr>
<tr>
<td>Laboratory</td>
<td>76</td>
<td>36% (\downarrow)</td>
</tr>
<tr>
<td>Lecture</td>
<td>2072</td>
<td>51% (\downarrow)</td>
</tr>
<tr>
<td>Seminar</td>
<td>235</td>
<td>55% (\downarrow)</td>
</tr>
<tr>
<td>Studio</td>
<td>41</td>
<td>43% (\uparrow)</td>
</tr>
<tr>
<td>Tutorial</td>
<td>15</td>
<td>35% (\downarrow)</td>
</tr>
</tbody>
</table>

5. NUMBER OF UNIQUE INSTRUCTORS EVALUATED

<table>
<thead>
<tr>
<th></th>
<th>Fall 2012</th>
<th>Winter 2013</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unique instructors evaluated</td>
<td>1,579</td>
<td>1,628</td>
<td>2,198</td>
</tr>
</tbody>
</table>

6. AVERAGE RESPONSE RATE BASED ON RANK TITLE

Note: Rank titles in bold are tenure track faculty and those in italics are non-tenure track faculty.

<table>
<thead>
<tr>
<th>Rank Title</th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td># of courses evaluated(^\text{1})</td>
<td>Avg. response rate(^\text{2})</td>
</tr>
<tr>
<td>Course Lecturer</td>
<td>405</td>
<td>56 (\downarrow)(^\text{3})</td>
</tr>
<tr>
<td>Faculty Lecturer</td>
<td>97</td>
<td>49 (\leftrightarrow)</td>
</tr>
<tr>
<td>Adjunct Professor</td>
<td>25</td>
<td>43 (\downarrow)</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>116</td>
<td>57 (\uparrow)</td>
</tr>
<tr>
<td>Assistant Professor-Spec Category</td>
<td>5</td>
<td>64 (\uparrow)</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>385</td>
<td>48 (\downarrow)</td>
</tr>
<tr>
<td>Professor</td>
<td>222</td>
<td>50 (\uparrow)</td>
</tr>
<tr>
<td>Dean/Director</td>
<td>5</td>
<td>51 (\uparrow)</td>
</tr>
</tbody>
</table>

\(^1\) Primary course evaluations only. This report does not include courses with enrolment of less than 5. The Music Performance Department has not been included in this report due to the unique nature of their courses.  
\(^2\) The average response rate is calculated on a per course basis: \(\frac{\text{\# courses}}{\text{\# courses}}\).  
\(^3\) Relative to 2011-2012, the arrows (\(\uparrow \downarrow\)) indicate a change of greater than \(\pm 1\%\) while \(\leftrightarrow\) represents a 0 to \(\pm 1\%\) change.
7. INSTRUCTORS WHO GRANTED/DENIED PERMISSION FOR DISSEMINATION AS (CUMULATIVE)

<table>
<thead>
<tr>
<th></th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granted permission(^1)</td>
<td>1,480</td>
<td>1,505</td>
</tr>
<tr>
<td>Denied permission</td>
<td>655</td>
<td>669</td>
</tr>
<tr>
<td>Didn't answer, not eligible (left blank)</td>
<td>248</td>
<td>165</td>
</tr>
<tr>
<td><strong>Cumulative total</strong></td>
<td><strong>2,383</strong></td>
<td><strong>2,339</strong></td>
</tr>
</tbody>
</table>

8. STUDENTS WHO COMPLETED EVALUATIONS

<table>
<thead>
<tr>
<th></th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td># of students who had more than one evaluation</td>
<td>27,386</td>
<td>25,621</td>
</tr>
<tr>
<td># of students who completed at least one evaluation</td>
<td>18,503</td>
<td>16,233</td>
</tr>
<tr>
<td># of students who did not complete any evaluations</td>
<td>13,128</td>
<td>13,543</td>
</tr>
</tbody>
</table>

9. STUDENTS WHO DECLINED EVALUATIONS

<table>
<thead>
<tr>
<th></th>
<th>Fall 2012</th>
<th>Winter 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td># declined course evaluations (opt-outs)(^2)</td>
<td>2,047</td>
<td>2,145</td>
</tr>
<tr>
<td># declined primary course evaluations(^3)</td>
<td>1,310</td>
<td>1,364</td>
</tr>
<tr>
<td>Agricultural &amp; Environmental Sciences</td>
<td>85</td>
<td>79</td>
</tr>
<tr>
<td>Arts</td>
<td>199</td>
<td>276</td>
</tr>
<tr>
<td>Dentistry</td>
<td>n/a(^4)</td>
<td>n/a(^4)</td>
</tr>
<tr>
<td>Education</td>
<td>61</td>
<td>53</td>
</tr>
<tr>
<td>Engineering</td>
<td>232</td>
<td>216</td>
</tr>
<tr>
<td>Law</td>
<td>30</td>
<td>27</td>
</tr>
<tr>
<td>Desautels Faculty of Management</td>
<td>89</td>
<td>71</td>
</tr>
<tr>
<td>Medicine</td>
<td>80</td>
<td>88</td>
</tr>
<tr>
<td>Schulich School of Music</td>
<td>178</td>
<td>101</td>
</tr>
<tr>
<td>Religious Studies</td>
<td>n/a</td>
<td>20</td>
</tr>
<tr>
<td>Science</td>
<td>396</td>
<td>371</td>
</tr>
<tr>
<td>School of Continuing Studies</td>
<td>55</td>
<td>62</td>
</tr>
</tbody>
</table>

\(^1\) As of February 1, 2010, permission could be granted to disseminate results on a course by course basis.
\(^2\) Students may “opt-out” of evaluations for one or more courses by clicking the “Decline Course Evaluation” button for a specific course. They then no longer receive reminders; they may also provide comments as to why they do not wish to complete the questionnaire for that course.
\(^3\) Primary course evaluations only.
\(^4\) The number of declined evaluations for an academic unit is not reported when there are fewer than 10 declined evaluations.
10. DISTRIBUTION OF SUBMISSIONS FOR EVALUATION PERIODS

<table>
<thead>
<tr>
<th></th>
<th>Regular period</th>
<th>Extended period</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2012</td>
<td>49,394</td>
<td>6,471</td>
<td>55,865</td>
</tr>
<tr>
<td>Winter 2013</td>
<td>38,842</td>
<td>6,584</td>
<td>45,426</td>
</tr>
</tbody>
</table>

11. DAILY SUBMISSION CHART FOR FALL 2012

Responses submitted during evaluation periods

<table>
<thead>
<tr>
<th></th>
<th>Date</th>
<th># of Submissions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Regular period</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Day 1*</td>
<td>11/12/2012</td>
<td>5385</td>
</tr>
<tr>
<td>Day 2</td>
<td>11/13/12</td>
<td>3083</td>
</tr>
<tr>
<td>Day 3**</td>
<td>11/14/2012</td>
<td>2432</td>
</tr>
<tr>
<td>Day 4*</td>
<td>11/15/2012</td>
<td>2656</td>
</tr>
<tr>
<td>Day 5</td>
<td>11/16/12</td>
<td>1180</td>
</tr>
<tr>
<td>Day 6</td>
<td>11/17/12</td>
<td>792</td>
</tr>
<tr>
<td>Day 7</td>
<td>11/18/12</td>
<td>744</td>
</tr>
<tr>
<td>Day 8</td>
<td>11/19/12</td>
<td>1022</td>
</tr>
<tr>
<td>Day 9</td>
<td>11/20/12</td>
<td>1123</td>
</tr>
<tr>
<td>Day 10*</td>
<td>11/21/2012</td>
<td>2610</td>
</tr>
<tr>
<td>Day 11</td>
<td>11/22/12</td>
<td>1318</td>
</tr>
<tr>
<td>Day 12</td>
<td>11/23/12</td>
<td>558</td>
</tr>
<tr>
<td>Day 13***</td>
<td>11/25/2012</td>
<td>53</td>
</tr>
<tr>
<td>Day 14</td>
<td>11/26/12</td>
<td>1613</td>
</tr>
<tr>
<td>Day 15**</td>
<td>11/27/2012</td>
<td>1968</td>
</tr>
<tr>
<td>Day 16*</td>
<td>11/28/2012</td>
<td>3090</td>
</tr>
<tr>
<td>Day 17</td>
<td>11/29/12</td>
<td>1709</td>
</tr>
<tr>
<td>Day 18</td>
<td>11/30/12</td>
<td>2122</td>
</tr>
<tr>
<td>Day 19</td>
<td>12/1/12</td>
<td>1130</td>
</tr>
<tr>
<td>Day 20</td>
<td>12/2/12</td>
<td>1438</td>
</tr>
<tr>
<td>Day 21*</td>
<td>12/3/2012</td>
<td>3933</td>
</tr>
<tr>
<td>Day 22**</td>
<td>12/4/2012</td>
<td>3535</td>
</tr>
<tr>
<td>Day 23*</td>
<td>12/5/2012</td>
<td>5900</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>49,394</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Date</th>
<th># of Submissions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Extended period</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Day 24*</td>
<td>12/6/2012</td>
<td>727</td>
</tr>
<tr>
<td>Day 25</td>
<td>12/7/12</td>
<td>343</td>
</tr>
<tr>
<td>Day 26***</td>
<td>12/8/2012</td>
<td>164</td>
</tr>
<tr>
<td>Day 27</td>
<td>12/9/12</td>
<td>213</td>
</tr>
<tr>
<td>Day 28</td>
<td>12/10/12</td>
<td>212</td>
</tr>
<tr>
<td>Day 29</td>
<td>12/11/12</td>
<td>247</td>
</tr>
<tr>
<td>Day 30</td>
<td>12/12/12</td>
<td>513</td>
</tr>
<tr>
<td>Day 31**</td>
<td>12/13/2012</td>
<td>288</td>
</tr>
<tr>
<td>Day 32</td>
<td>12/14/12</td>
<td>218</td>
</tr>
<tr>
<td>Day 33</td>
<td>12/15/12</td>
<td>193</td>
</tr>
<tr>
<td>Day 34</td>
<td>12/16/12</td>
<td>674</td>
</tr>
<tr>
<td>Day 35*</td>
<td>12/17/2012</td>
<td>799</td>
</tr>
<tr>
<td>Day 36**</td>
<td>12/18/2012</td>
<td>529</td>
</tr>
<tr>
<td>Day 37*</td>
<td>12/19/2012</td>
<td>1351</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>6,471</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td>55,865</td>
</tr>
</tbody>
</table>

*system email reminders
** myCourses announcements
***system downtime (scheduled)

1 The regular course evaluation period is the same across the University and applies to courses that follow the regular term calendar. It ends the day before the examination period starts.
2 The extended evaluation period ends on the last day of the examination period. Twenty-three units were following this period: Faculty of Agricultural and Environmental Sciences: McGill School of Environment, Department of Animal Science, Department of Food Science & Agricultural Chemistry; Faculty of Arts: School of Social Work, Department of English, Département de langue et littérature françaises, Department of Jewish Studies, Department of East Asian Studies; Faculty of Education: School of Information Studies, Department of Integrated Studies in Education, Department of Educational and Counselling Psychology; Faculty of Engineering: School of Architecture, Department of Electrical and Computer Engineering; Faculty of Law; Faculty of Religious Studies; Schulich School of Music; Faculty of Medicine: Ingram School of Nursing, School of Communication Sciences and Disorders, Department of Epidemiology, Biostatistics, Department of Occupational Health; Faculty of Science: School of Computer Science, Department of Geography; School of Continuing Studies: Department of Career and Professional Development
# 12. DAILY SUBMISSION CHART FOR WINTER 2013

Responses submitted during evaluation periods

<table>
<thead>
<tr>
<th>Date</th>
<th># of Submissions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Regular period</strong>¹</td>
<td></td>
</tr>
<tr>
<td>Day 1*</td>
<td>3/25/2013</td>
</tr>
<tr>
<td>Day 2</td>
<td>3/26/2013</td>
</tr>
<tr>
<td>Day 3***</td>
<td>3/27/2013</td>
</tr>
<tr>
<td>Day 4*</td>
<td>3/28/2013</td>
</tr>
<tr>
<td>Day 5</td>
<td>3/29/2013</td>
</tr>
<tr>
<td>Day 6</td>
<td>3/30/2013</td>
</tr>
<tr>
<td>Day 7****</td>
<td>3/31/2013</td>
</tr>
<tr>
<td>Day 8*</td>
<td>4/1/2013</td>
</tr>
<tr>
<td>Day 9</td>
<td>4/2/2013</td>
</tr>
<tr>
<td>Day 10</td>
<td>4/3/2013</td>
</tr>
<tr>
<td>Day 11*</td>
<td>4/4/2013</td>
</tr>
<tr>
<td>Day 12</td>
<td>4/5/2013</td>
</tr>
<tr>
<td>Day 13</td>
<td>4/6/2013</td>
</tr>
<tr>
<td>Day 14****</td>
<td>4/7/2013</td>
</tr>
<tr>
<td>Day 15</td>
<td>4/8/2013</td>
</tr>
<tr>
<td>Day 16*</td>
<td>4/9/2013</td>
</tr>
<tr>
<td>Day 17</td>
<td>4/10/2013</td>
</tr>
<tr>
<td>Day 18***</td>
<td>4/11/2013</td>
</tr>
<tr>
<td>Day 19</td>
<td>4/12/2013</td>
</tr>
<tr>
<td>Day 20</td>
<td>4/13/2013</td>
</tr>
<tr>
<td>Day 21</td>
<td>4/14/2013</td>
</tr>
<tr>
<td>Day 22**</td>
<td>4/15/2013</td>
</tr>
<tr>
<td>Day 23</td>
<td>4/16/2013</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th># of Submissions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Extended period</strong>²</td>
<td></td>
</tr>
<tr>
<td>Day 24</td>
<td>4/17/2013</td>
</tr>
<tr>
<td>Day 25</td>
<td>4/18/2013</td>
</tr>
<tr>
<td>Day 26</td>
<td>4/19/2013</td>
</tr>
<tr>
<td>Day 27</td>
<td>4/20/2013</td>
</tr>
<tr>
<td>Day 28</td>
<td>4/21/2013</td>
</tr>
<tr>
<td>Day 29*</td>
<td>4/22/2013</td>
</tr>
<tr>
<td>Day 30</td>
<td>4/23/2013</td>
</tr>
<tr>
<td>Day 31</td>
<td>4/24/2013</td>
</tr>
<tr>
<td>Day 32</td>
<td>4/25/2013</td>
</tr>
<tr>
<td>Day 33*</td>
<td>4/26/2013</td>
</tr>
<tr>
<td>Day 34</td>
<td>4/27/2013</td>
</tr>
<tr>
<td>Day 35</td>
<td>4/28/2013</td>
</tr>
<tr>
<td>Day 36</td>
<td>4/29/2013</td>
</tr>
<tr>
<td>Day 37*</td>
<td>4/30/2013</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
</tr>
</tbody>
</table>

¹ The regular course evaluation period is the same across the University and applies to courses that follow the regular term calendar. It ends the day before the examination period starts.

² The extended evaluation period ends on the last day of the examination period. Twenty-three units were following this period: Faculty of Agricultural and Environmental Sciences: McGill School of Environment, Department of Animal Science, Department of Food Science & Agricultural Chemistry; Faculty of Arts: School of Social Work, Department of English, Département de langue et littérature françaises, Department of Jewish Studies, Department of East Asian Studies; Faculty of Education: School of Information Studies, Department of Integrated Studies in Education, Department of Educational and Counselling Psychology; Faculty of Engineering: School of Architecture, Department of Electrical and Computer Engineering: Faculty of Law; Faculty of Religious Studies; Schulich School of Music; Faculty of Medicine: Ingram School of Nursing, School of Communication Sciences and Disorders, Department of Epidemiology, Biostatistics, Department of Occupational Health; Faculty of Science: School of Computer Science, Department of Geography; School of Continuing Studies: Department of Career and Professional Development

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*system email reminder
**myCourses text email
***twitter announcement
****what’s new for students
*****system downtime (scheduled)
Daily Submission Chart
Fall 2012

Daily Submission Chart
Winter 2013
13. ESTIMATE OF PAPER SAVINGS WITH THE ONLINE COURSE EVALUATION SYSTEM

With the University-wide implementation of Mercury, the online course evaluation system, in September 2006, we eliminated the annual requirement for the approximately 96 boxes of paper (480,000 sheets)* that were previously used to prepare course evaluation packets. The data collection system is now entirely paperless. As well, all course evaluation results are provided online. This initiative is consistent with the principles of minimizing the consumption of material resources that are embedded in the McGill Sustainability Policy.

*Estimate of paper use before the online system:

- In the paper system, submission packets had to be prepared for every potential submission, not just those actually submitted.
  - The questionnaire sheets could not be reused, as they were prepared each term.
  - Unused computer readable sheets and blank comments sheets may have been recovered for redistribution, but we have no data about that.
- If we calculate that the 96,000 submissions in 2009-2010 represent an approximately 50% response rate, 192,000 paper submissions would have been prepared previously; since individual academic units prepared the evaluation packets, we do not know the exact number.
  - Each submission would have required 3 pieces of paper for 576,000 sheets of paper.
  - 1/3 of the 576,000 sheets (the questionnaires) could definitely not be reused = \textbf{192,000};
  - Of the remaining 384,000, half would have been used for submissions and comments = \textbf{192,000}.
  - Of the remaining 192,000 unused computer-readable and blank comments sheets, assume that 50% were recovered, leaving \textbf{96,000} sheets.
  - The total number of sheets of paper used would be on the order of 192,000 (questionnaires) + 192,000 (submissions) + 96,000 (non-recovered unused paper) = 480,000 sheets of paper.
- At 500 sheets per ream of paper, that equals \textbf{960 reams of paper}.
- At 10 reams per box, that equals \textbf{96 boxes} of paper a year.

Note:
The above estimate is conservative due to:
  1. not counting additional paper required for TA evaluation,
  2. not counting additional paper required for the approximately 950 multi-instructor courses each year, and
  3. not counting paper used in retyping student comments to preserve anonymity.