

RELEASE OF TEACHING EVALUATIONS

Article 14.02(d) of the collective agreement provides that student ratings may be made public by the University with a Sessional Faculty's written permission. It is understood that there shall be no reprisal against any Sessional Faculty who chooses not to give such written permission.

By granting permission to McMaster University to persons with a valid student or employee MacID a summary of students' responses to the summative question on the student course rating form, I understand that:

1. the summary (example available from department office) consists of the number of students selecting each response and the mean and median of all responses;
2. the information will be disseminated without editorial comment or recommendation;
3. my permission covers any future courses taught by me (except courses already underway on the date permission is granted), until and unless I withdraw this permission;
4. I can withdraw this permission at any time by notifying my Chair (or equivalent), and such withdrawal will take effect with regard to all future courses taught by me, until and unless I grant permission once again;
5. should I exercise my right to withdraw, I shall be given an annual opportunity to grant permission once again;
6. should I exercise my right to withdraw, the information provided online will indicate, for each course I teach, the number of students responding, the number of students registered in the course, the text of the summative question, and the identity of the course and instructor, together with a notation stating that the Instructor declined to give permission for release of data and results are not available;
7. if release of this information is restricted by a collective agreement under which I teach the course, the information provided online will indicate, for each course I teach, the number of students responding, the number of students registered in the course, the text of the summative question, and the identity of the course and instructor, together with a notation stating that the Instructor declined to give permission for release of data and results are not available;
8. I shall be provided with a reliable method for verifying my own information;
9. once posted, the summary of responses for any course will remain online for a period of 5 years and then be removed;
10. completion rates of student evaluations may be shared with the employee, their supervisor and Dean.

Please check whichever applies:

- I GRANT** permission for the release of a summary of students' responses to the summative question on the student course rating form.
- I DO NOT GRANT**

NAME (PLEASE PRINT):

DEPARTMENT: FACULTY:

DATE: SIGNATURE:

NB: IF THIS FORM IS NOT RETURNED, IT WILL BE PRESUMED THAT THE INSTRUCTOR HAS DECLINED PERMISSION FOR THE RELEASE.

cc: Department Chair or equivalent, Faculty Dean

If you require this information in an alternate/accessible format, please contact Nina Bovair, Employee/Labour Relations Administrator at extension 23850.