



**MEMORANDUM, DCD #16, 2020-21**

To: Faculty, University of Toronto Scarborough  
From: Katherine R. Larson, Vice-Dean Teaching, Learning & Undergraduate Programs  
Date: 19 March 2021  
Re: **Course Evaluations - Winter 2021**

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Dear colleagues,

As we approach the end of this challenging term, I want to thank you profoundly again for the extraordinary efforts you have made to support our students during this time.

I am writing to remind you that the course evaluation windows for Winter 2021 classes are as follows:

- *Instructor Item Selection Period: March 17 - March 26*
- *Student Course Evaluation Period: March 30 - April 12*

Instructor questions can be accessed through the course evaluation tab on your Quercus dashboard. If you are interested in student feedback related to online delivery of the course, questions about the remote learning environment can be found in section "L."

Please encourage your students to complete their evaluations and let them know that their feedback is valued. Experience has shown that encouragement from instructors yields a significant increase in student participation rates.

Recognizing the ongoing impact of the COVID-19 pandemic on teaching and course delivery, the Office of the Vice-President & Provost has provided guidance regarding the interpretation of course evaluation data in this context. These documents can be accessed directly through the course evaluation tab on Quercus. If you do not wish quantitative evaluation data from this term to be shared with students, you will need to opt out before April 12; the link to do so is also available through the course evaluation tab on Quercus.

Wishing you well for the remaining weeks of classes,

A handwritten signature in cursive script that reads "Katherine R. Larson".

**Katherine R. Larson**  
Vice-Dean Teaching, Learning & Undergraduate Programs