Faculty Course Evaluations (FCEs) are used to improve the quality of teaching and learning at Carnegie Mellon through feedback to both individual faculty members and promotion committees. Responses to the FCE provide information on students' perceptions of their engagement, learning outcomes, the instructor’s behavior and course activities. This feedback will help guide changes in future iterations of the course and/or the instructor’s teaching. Responses also serve as one measure of the quality of faculty member’s teaching that is used to evaluate faculty for promotion and tenure.

Faculty Senate and the University Education Council establish and vote on the actual course evaluation questions and retention of the faculty course evaluation. The University Registrar’s Office administers the faculty course evaluation gathering all the required FCE course sections. We partner with Gap Technologies and their software application, SmartEvals, to administer the course evaluations. Gap Technologies have met specific privacy and security standards in compliance with the Carnegie Mellon Information Security Office and with Computing Services. The university takes your privacy seriously, and all reasonable precautions to protect it have been taken.

Please direct any questions or concerns about this issue to uro-fce@andrew.cmu.edu.

Staff may download results (scores) but not comments. Effective Fall 2017, SmartEvals changed to an SECTION 508 compliant view.

Login or bookmark the following site: https://www.cmu.edu/es/ Scroll down to the bottom and choose Faculty Course Evaluations.
The faculty course evaluation page is targeted for faculty and staff. On the right side of the page there are FCE flag reports, guides, consent form and the current FCE question set.

Faculty Course Evaluations (FCEs)

Information for Faculty & Departments

Faculty Course Evaluations (FCEs) are used to improve the quality of teaching and learning at Carnegie Mellon through feedback to both individual faculty members and promotion committees.

Responses to the FCE provide information on students' perceptions of their engagement, learning outcomes, the instructor's behavior and course activities. This feedback will help guide changes in future iterations of the course and/or the instructor's teaching.

Responses also serve as one measure of the quality of faculty member's teaching that is used to evaluate faculty for promotion and tenure.

Older Electronic FCE Data

FCE data from Fall 2004 to Summer 2007 has been migrated into our current hosted FCE application. However, the migrated FCE data will NOT have the rich, detailed results and will NOT have the multi-functionality like the rotating website. The converted data will only include mean scores and comments excluding percentages and/or demographic data. Please login to the application above.

Paper FCE Data

Paper FCE data from Spring 1988 to Summer 2004 are no longer available for viewing. Please email your request to pro-fce@andrew.cmu.edu.

To login, choose the Faculty Course Evaluation(FCE) link. After logging in with your Andrew Id credentials, the following page appears. You will be logged in as an anonymous user.
At the bottom left side of the page, select the See Results icon.

The page will display a Course Evaluations Results page. This is a new 508 compliant view with filters to find information.

To search, a blank filter row exists at the top off the data display.

Search by entering the following fields:

- **Year**: 2011, 2012, 2013, etc.
- **Semester**: Fall, Spring, Summer
- **Department code**: ECO, BA, BSC, CNE, CMY, etc.
- **Number (aka course number)**: 12345, 15213, 79104, 82103
- **Name (instructor name)**: Enter first name, last name or Andrew ID
- **Course name**: varies by semester or year
- **Level**: undergraduate or graduate
When entering the fields and pressing tab or enter key, the filter will return results as more fields are entered. These filters use a ‘contain’ operand. They are not case sensitive.

Example:

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester</th>
<th>Dept</th>
<th>Num</th>
<th>Name</th>
<th>Course Name</th>
<th>Level</th>
<th>Possible Respondents</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>Fall</td>
<td>HIS</td>
<td>79347</td>
<td>KATS, NAUM</td>
<td>TPCS IN EURO STUDIES</td>
<td>Undergraduate</td>
<td>5</td>
</tr>
<tr>
<td>2017</td>
<td>Fall</td>
<td>HIS</td>
<td>79395</td>
<td>KATS, NAUM</td>
<td>ARTS IN PITTSBURGH</td>
<td>Undergraduate</td>
<td>22</td>
</tr>
<tr>
<td>2017</td>
<td>Fall</td>
<td>HIS</td>
<td>79395</td>
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<td>22</td>
</tr>
<tr>
<td>2017</td>
<td>Fall</td>
<td>ML</td>
<td>82191</td>
<td>KATS, NAUM</td>
<td>ELEM RUSSIAN I</td>
<td>Undergraduate</td>
<td>16</td>
</tr>
<tr>
<td>2017</td>
<td>Fall</td>
<td>ML</td>
<td>82208</td>
<td>KATS, NAUM</td>
<td>TPCS IN EURO STUDIES</td>
<td>Undergraduate</td>
<td>5</td>
</tr>
<tr>
<td>2017</td>
<td>Fall</td>
<td>ML</td>
<td>82391</td>
<td>KATS, NAUM</td>
<td>ADVANCED RUSSIAN I</td>
<td>Undergraduate</td>
<td>10</td>
</tr>
</tbody>
</table>

Example:

To clear your results, **SCROLL** to the far right and choose **CLEAR**.

If interested in your department results, enter the year <tab>, enter the semester <tab> and enter the department code <tab>.

Example:
### Example:

Results for: **2017 fall his**  
**Note:** Be sure to scroll to the right and down.

At the bottom of the screen is the pagination of results, if any.
To export your results, use the upper left corner export function.

Export options can be: XLS, XLSX, PDF, RTF or CSV

The export option normally appears on your browser downloads. In this example, a csv file is created.

Open the file and proceed with formatting and save to your own directory.

DATA NOTE

Hours per Week. The output will display 3 different hours per week ranges due to faculty senate modification since 2007. One of those columns will be populated depending on the selected year.

To exit, just close your browser window.

Questions?

Email: uro-fce@andrew.cmu.edu
Contact: Joy Cavaliero, Senior Associate Registrar at 412-268-1907.