10. Course and programme evaluation

10.1 Joint concern

Quality assurance procedures are the shared concern of staff and students at SLU (HL chapter 1, section 4). The Vice-Chancellor has established the SLU quality assurance document, Operational development from a quality perspective (Verksamhetsutveckling i ett kvalitetsperspektiv), where the importance of, for example, course and programme evaluations is highlighted. SLU currently carries out the following types of follow-up procedures.

- New arrival survey for new programme students (semester 1)
- Student social survey for all programme students, every other year.
- Course evaluations
- Study programme evaluations

In addition, the faculties are expected to have procedures for monitoring of the program students (early warning systems).

Everyone that is active in the education, both students and employees, have a responsibility for ensuring that misconduct, if any, is reported and corrected. Also see section 11, Student influence.

10.2 Course evaluation

SLU shall give students who are participating in, or have completed a course, an opportunity to express their experiences and views on the course through a course evaluation to be organised by SLU (HF chapter 1, section 14, first paragraph).

SLU shall summarize the course evaluations and provide information about the results and any action prompted by the course evaluations. The results shall be made available to the students (HF chapter 1, section 14, second paragraph).

Course evaluations shall be followed-up and used as a tool in the quality development of courses and study programmes. The course-responsible department (equivalent) is responsible for the compilation and follow-up of the respective course evaluations unless the responsible faculty has decided on another method of handling. One student has the right to participate in the compilation of course evaluations (in Evald).

Since course evaluation is voluntary for students, it is important that the course-responsible department (equivalent) provides information about, and organises the course evaluations, so that a high level of frequency responses is achieved. It is suitable that student representatives participate in this work and in the scheduled course evaluation sessions.

Results and conclusions from the course evaluations shall be reported in a joint electronic course evaluation system (Evald, http://slunik.slu.se/), which will be made accessible to students via the Student portal. The results that are reported are number responses for those questions that are common for all courses as well as a compilation of students and teachers' viewpoints. Also see section 10.4 Integrity.

At the start of the course, the results from previous course evaluations shall be presented, along with possible changes that have been implemented due to the course evaluations.

10.3 Programme evaluation

Students who participate in, or have completed a study programme, shall be given an opportunity to express their experiences and views on the study programme through a programme evaluation to be organised by the responsible faculty. Forms for programme evaluations (equivalent) shall be available via SLU's website.

Programme evaluations shall be followed-up and used as a tool in the quality development of courses and study programmes. Respective faculty is responsible for the compilation and follow-up of the programme evaluations.

10.4 Integrity

Course and programme evaluations shall be handled so as to protect the integrity of both students and teachers. Students shall have the possibility to remain anonymous in written course and programme evaluations.

10.5 Complaints

Students shall primarily contact the course leader regarding complaints about the course evaluations. Students shall primarily contact the responsible faculty regarding complaints about the programme evaluations. Also see section 11, Student influence, and 12, Disciplinary measures.

10.6 Additional SLU documents

- Operational development in a quality perspective (Verksamhetsutveckling i ett kvalitets-perspektiv, in Swedish)
  https://internt.slu.se/Documents/internwebben/ledningskansliet/protokoll-beslut/verksamhetsutveckling-kvalitetsperspektiv-2005.pdf

- Evald
  http://slunik.slu.se/

- Programme evaluations (Programvärderingar, in Swedish)
  https://internt.slu.se/sv/utbildning-forskning-foma/utbildning-pa-grund-och-avancerad-niva/studentstod-och-kontakter/examina/programvardering/

- Regulations, section
  - 11. Student influence