

**Draft Implementation Plan Overview: Web-Based Course Evaluations**  
**(as requested by FEC)**

Should UNC Charlotte choose to implement web-based course evaluations, the Center for Teaching and Learning as requested by FITSAC proposes the following rollout process:

**Rollout Schedule:**

- Fall 2012: Negotiate Student Voice enterprise course evaluation software licensing for Spring 2012 rollout.
- Spring 2012: Rollout web-based evaluations to two colleges.
- Summer I 2012: Rollout to one additional college.
- Summer II 2012: Rollout to one additional college.
- Fall 2012: Rollout to remaining colleges.

**Milestone Tasks:**

- Spring 2012:
  1. Determine participating colleges.
  2. Work with college administration to establish dates for administering evaluations, communications plan for evaluations, and dates for releasing results.
  3. Collect and confirm accuracy of existing evaluation instruments for each college.
  4. Integrate student course data with Banner
  5. Coordinate survey administration via Student Voice and release survey results.
  6. Review system and survey performance.
- Summer I and II 2012:
  1. Determine participating colleges.
  2. Work with college administration to establish dates for administering evaluations, communications plan for evaluations, and dates for releasing results.
  3. Collect and confirm accuracy of existing evaluation instruments for each college.
  4. Coordinate survey administration via Student Voice and release survey results.
  5. Review system and survey performance.
- Fall 2012:
  1. Determine participating colleges.

2. Work with college administration to establish dates for administering evaluations, communications plan for evaluations, and dates for releasing results.
3. Collect and confirm accuracy of existing evaluation instruments for each college.
4. Coordinate survey administration via Student Voice and release survey results.
5. Review system and survey performance.
6. Compile documentation of full rollout for continued operational use.

For more information about the web-based course evaluations study, including electronic versions of the final report, study design and implementation overview, see this web site: <http://studentcourseevals.uncc.edu/>