

Student Evaluations of Subjects & Teaching Policy Distribution List



Cairns
Singapore
Townsville

Student Evaluations of Subjects and Teaching (YourJCU Survey Suite) Distribution List

Staff Role	Your JCU Teaching Survey	YourJCU Subject Survey	YourJCU on the Pulse Survey
Individual Teaching Staff Member	Teaching core and non-core Likert scale results and open-ended responses for their teaching	Subject core and non-core Likert-scale results and open-ended responses for subjects they teach	Core Likert-scale results and open-ended responses for subjects they teach
Subject Coordinator	Teaching core and non-core Likert-scale results and open-ended responses for their teaching Under subject coordinator delegation and satisfying the 3-year subject quality review cycle, nominate teaching staff and surveys to be undertaken.	Subject core and non-core Likert-scale results and open-ended responses for subjects they co-ordinate	Core Likert-scale results and open-ended responses for subjects in the courses they coordinate
Associate Dean Discipline Convener		Subject core and non-core Likert-scale results and open-ended responses for subjects they co-ordinate	Core Likert-scale results and open-ended responses for subjects in the courses they coordinate
Students	Selected Teaching data at the discretion of the Subject Coordinator and relevant teaching staff member(s) to be used within the Student Feedback on Subject section of the Subject Outline	<ul style="list-style-type: none"> Subject aggregate percentage agreement with survey items released to students after survey close Selected Subject data at the discretion of the Subject Coordinator to be used within the Student Feedback on Subject section of the Subject Outline 	Selected data at the discretion of the Subject Coordinator and relevant teaching staff member(s)
Academic Head Associate Dean of (*discipline*) Head of Department	<ul style="list-style-type: none"> Teaching core and non-core Likert-scale results and open ended responses for 	<ul style="list-style-type: none"> Subject core and non-core Likert-scale results and open-ended 	

	<p>all teaching within subjects in their Academic Group</p> <ul style="list-style-type: none"> Aggregate Report for Academic Group 	<p>responses for each subject within their Academic Group</p> <ul style="list-style-type: none"> Aggregate Report for Academic Group (Aggregate Reports for Course Coordinators via COGNOS) 	
College Associate Dean, Learning and Teaching (ADLT) Manager Teaching and Learning Academic Support Manager	<ul style="list-style-type: none"> Teaching core and non-core Likert-scale results and open ended responses for all teaching within subjects in their College Aggregate Reports for their Division, College and Academic Groups within their College Aggregate reports at the University Level Data Set of core Likert-scale results for all teaching of subjects within their College 	<ul style="list-style-type: none"> Subject core and non-core Likert-scale results and open-ended responses for each subject within their College Aggregate Reports for Division, College and Academic Groups within their College Aggregate Reports at the University level Data Set of core Likert-scale results for all subjects within their College 	Core Likert-scale results and open-ended responses for subjects within their College
College [*Campus] Dean Senior Associate Dean Academic	<ul style="list-style-type: none"> Teaching core and non-core Likert-scale results and open ended questions for all teaching within subjects in their College* Aggregate Reports for College* and Academic Groups within their College* Aggregate Reports at the University Level Data Set of core Likert-scale results for all teaching of subjects within their College* 	<ul style="list-style-type: none"> Subject core and non-core Likert-scale results and open-ended responses for each subject within their College* Aggregate Reports for College*, and Academic Groups within their College* Aggregate Reports at the University level Data Set of core-Likert-scale results for all subjects within their College* 	Core Likert-scale results and open-ended responses for subjects within their College
Division Director, Academic Quality and Strategy (DAQS) Chief Operations Officer, Campus Director	<ul style="list-style-type: none"> Aggregate Reports at the University level Data Set of core Likert-scale results for all teaching of subjects within their Division 	<ul style="list-style-type: none"> Aggregate Reports at the University level Data set of core Likert-scale results for all subjects within their Division 	Core Likert-scale results and open-ended responses for subjects within their Division
Deputy Vice Chancellor, Students, DTHM and DTES COO	Aggregate Reports for Division, College and Academic Groups within their Division	<ul style="list-style-type: none"> Aggregate Reports for Division, College and Academic Groups within their Division Report presenting 	

Campus Director Deputy Vice Chancellor		aggregate qualitative data, sentiment analysis and individual comments (twice a year, in-line with presentation to JCU Council)	
Vice Chancellor, Provost/Chair, Academic Board	Aggregate Reports for Divisions and Colleges in the University	<ul style="list-style-type: none"> Aggregate Reports for Divisions and Colleges in the University Report presenting aggregate qualitative data, sentiment analysis and individual comments (twice a year, in-line with presentation to JCU Council) 	
Course Coordinator		Subject core and non-core Likert-scale results and open-ended responses for CORE subjects in the courses they coordinate	Core Likert-scale results and open-ended responses for CORE subjects in the courses they coordinate
JCU Online Partners		Subject core Likert-scale results and open-ended responses for subjects they facilitate	Core Likert-scale results and open-ended responses for all subjects they facilitate
Tutor / Sessional Teaching Staff Member	Teaching core and non-core Likert-scale results and open-ended responses for their teaching		
JCU Council		Report presenting aggregate qualitative data, sentiment analysis and individual comments	
PDP Supervisor**	Teaching core and non-core Likert-scale results and open ended responses for staff members whom they supervise	Subject core and non-core Likert-scale results and open ended responses for each subject taught by staff members whom they supervise	Core Likert-scale results and open ended responses for each subject taught by staff members whom they supervise

** YourJCU Survey reports are not distributed directly to those in the position of PDP Supervisor. However, as part of the PDP process, the PDP Supervisor may request a staff member provide them with their YourJCU Subject and Teaching Survey reports for inclusion in PDP discussions.

Definitions

Core	Mandatory Likert-scale and open-ended questions
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Aggregate Report	Aggregate Subject and Teaching core Likert-scale results for all subjects and teachers at the appropriate level
JCU education partners	Definition forthcoming