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**To:** All Math Instructors  
**From:** Johnny Brown  
**Date:** March 10, 2009  
**Subject:** Online Evaluations for Spring 2009

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The paper-and-pencil system *PICES* (Purdue Instructor Course Evaluation Service) has been in use since 2000. The new online system **CoursEval3.0** is being phased in and on December 31, 2009 the PICES system will no longer exist. This online system is consistent with evaluation guidelines set forth in *Senate Document 97-9 Revised*. The Mathematics Department will have online evaluations beginning this Spring semester. The other six departments in the College of Science started last semester.

This online system has several advantages over the old paper-and-pencil system. Among them include the following:

- it is more efficient
- saves many hours of staff time
- saves instructors valuable class time
- students can complete evaluations at their leisure during a 2 week period
- instructors get results electronically (including comments) shortly after the deadline to turn in grades
- saves more than 900,000 pieces of paper per semester

Our evaluations will have the same questions as on the previous paper versions and will be given during the last two weeks of the semester (the same period for all regular University courses). You will receive an email message from CIE (Center for Instructional Excellence) informing you that the evaluation period is a week away. You need not do anything. However, if you wish, you may alert your students that the online evaluation period is coming. Each of your students will get an email announcement from CIE when the evaluation period begins and they will receive periodic reminders to complete their evaluations. You will periodically receive response rates from CIE. If the rates are very low, and if you wish, then you may remind your students to complete the evaluation. CIE will remind them in any case. Students are already familiar with completing online evaluations for their other courses. As in the past, the Associate Head will receive a summary of your students' numerical responses for your courses, but will not get any student comments. If you have any questions, please contact me.