What to Expect for Course Evaluations for Spring 2023

Course Evaluations are being conducted for both SPTEs and the CES (Course Evaluations & Surveys) Pilot. Since CES is a pilot, not all courses will be available for administration. We suggest that you elect to use one or the other evaluation tool for a single course. If you are unsure which evaluation tool to use, check with your department.

Need course evaluations for any official review\*

1. Submit the SPTE Request form <https://www.wichita.edu/SP23SPTEform> by February 22, 2023.
2. When you receive an email from evaluations@CES.wichita.edu, you will need to “opt-out” (delete) the courses you don’t want in the CES Pilot. This way your students will not receive two course evaluations.

Do not need course evaluations for any official review

1. Do not submit the SPTE Request form.
2. When you receive an email from evaluations@CES.wichita.edu, you will need to only “opt-out” (delete) the courses you do not want evaluated through the CES pilot.\*

All instructors who are in the pilot group will receive emails from evaluations@CES.wichita.edu. Steps to “opt-out” by deleting courses in CES and additional information can be found at <https://wichita.edu/watermark> under the Section Menu.

\*The results from the CES pilot cannot be submitted for any official review process – T & P, FAR, post-tenure review or department policies.