

Regulations on Course Evaluation

Article 1 (Purpose)

The purpose of these regulations is to prescribe detailed matters concerning faculty course evaluations (hereinafter referred to as “course evaluations”) conducted to enhance the quality of instruction and improve teaching methods at Woosong University (hereinafter referred to as “the University”).

Article 2 (Subjects of Evaluation)

- ① Course evaluations shall apply to all courses offered and all instructors assigned during the relevant semester.
- ② For jointly taught courses, evaluations shall be conducted separately for each instructor, while for team-teaching courses, evaluation shall be conducted for the lead instructor.

Article 3 (Evaluation Period)

Course evaluations shall, in principle, be conducted as follows:

- For the first and second semesters: within three weeks before or after the end of the semester, for a period of one week
- For summer and winter semesters: for one week starting one week prior to the end of the semester

However, the evaluation period may be adjusted each semester depending on academic schedule changes or instructional day adjustments.

Article 3-2 (Midterm Evaluation)

- ① Notwithstanding Article 3, midterm evaluations may be conducted each semester to improve instructional quality.
- ② Midterm evaluations may be conducted within one week before or after the midpoint of the instructional period.
- ③ Results of midterm evaluations shall be used as reference data for instructional improvement and shall not be reflected in faculty performance evaluations.

Article 4 (Evaluation Items)

- ① Course evaluation types shall be classified as follows according to course and instructional type:
 - General education courses
 - Major theory courses
 - Major laboratory/practical courses
 - Major theory-practice combined courses
 - Foreign language courses
- ② Evaluation items shall include:
 - General respondent information
 - Teaching methods
 - Course content
 - Assignments and final evaluation
 - Learning achievement
 - Student opinions
 - Overall evaluation
- ③ The evaluation shall consist of 20 questions, each assessed on a five-point scale.
- ④ Evaluation questions may vary depending on course and instructional type.

⑤ Evaluation questionnaires may be revised, without formal amendment of these regulations, upon deliberation by the Academic Affairs Committee and approval of the President.

Article 5 (Evaluation Scores)

- ① Evaluation scores shall be calculated as the arithmetic mean of all course evaluation scores of each instructor, on a 5.0 scale, rounded to two decimal places.
- ② For jointly taught courses, evaluation scores shall be assigned separately to each instructor.
- ③ Courses not evaluated shall receive a score of 0.
- ④ Weighted values may be applied to evaluation items based on their importance.

Article 6 (Exclusion from Evaluation Results)

① The following courses shall be excluded from the instructor's overall evaluation score and shall not be reflected in faculty performance evaluation or adjunct faculty assessment:

1. Internship-related courses
2. Field training-related courses
3. Service-learning courses
4. Team-teaching courses
5. Courses with response rates below 50% of the semester average

However, the President may designate additional exclusions depending on course characteristics.

② Even excluded courses may have their evaluation results disclosed.

Article 7 (Evaluation Method)

- ① Course evaluations shall, in principle, be conducted online by enrolled students during the designated evaluation period. However, paper-based surveys may be used if necessary.
- ② Student anonymity shall be guaranteed.
- ③ Authentication procedures may be implemented to ensure fairness and accuracy.
- ④ The University may establish departmental evaluation plans to improve response rates and quality, and departments shall comply with such plans.

Article 8 (Obligation to Participate)

- ① All enrolled students must complete course evaluations for courses they have taken during the designated evaluation period.
- ② Students who fail to complete evaluations may face restrictions on:
 - Grade access during the current semester
 - Course registration timing or selection for the following semester

Article 9 (Disclosure of Results)

- ① Evaluation results shall, in principle, be disclosed under the following conditions:
 1. Scope: Average evaluation scores for each instructor's courses
 2. Period: During the following semester's course registration period
 3. 대상: All courses offered in the relevant semester
 4. Access: Faculty members, students, and course registration applicants
- ② The content of disclosure may be adjusted upon deliberation by the Academic Affairs Committee and approval of the President.

Article 10 (Utilization of Results)

- ① Evaluation results shall be actively used for instructional improvement and for faculty performance evaluation, including reappointment and incentive compensation.

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- ② Incentive compensation standards shall be determined separately by the Teaching and Learning Development Center.
- ③ Instructors with evaluation scores of 3.7 or lower in the previous semester must participate in teaching development programs.
- ④ Instructors ranked in the bottom 10% or with an average score of 3.7 or lower may be excluded from reappointment.

Article 11 (Confidentiality)

- ① To ensure anonymity, personal information of respondents and identifiable data shall not be disclosed under any circumstances.
- ② If disclosure is necessary, minimal personal information may be included only with prior written consent from the respondent.

Article 12 (Supplementary Provisions)

Matters not specified in these regulations shall be determined separately by the President.

2. Class evaluation questions (mJOR theory/practice)

Items	Questionnaire	Not at all Not ①	All in all, Not ②	Moderate is ③	All in all, Yes ④	Very Yes ⑤
Students General Matters	1. What is your GPA so far (for all grades)? (1) Less than 2.5 (2) 2.5 ~2.99 (3) 3.0 ~ 3.49 (4) 3.5 ~ 3.99 (5) 4.0 or more					
	2. How many hours a week did you spend on average preparing for this subject, reviewing, and completing assignments outside of class time? (1) I didn't do it at all (2) 2 hours or less (3) 2 hours ~ 4 hours (4) 4 hours ~ 6 hours (5) 6 hours or more					
	3. What is the level of difficulty (intellectual challenge) that you felt in this course? (1) It was very low (2) It was a little low (3) It was moderate (4) It was a little high (5) It was very high					
	4. What grades do you expect in this course? ① F ② D ③ C ④ B ⑤ A					
Lessons Method (30%)	5. Did the professor give you free opportunities for questions and discussions during class, and did the professor answer faithfully? (5%→10%)	①	②	③	④	⑤
	6. Did the professor conduct the class diligently without any class delays, such as arbitrarily being late, shortening classes, or not providing reinforcement after the class was suspended? (10%→5%)	①	②	③	④	⑤
	7. Did feedback on student achievement assessments, such as tests, quizzes, and assignments, be given in a short time? (5%)	①	②	③	④	⑤
	8. Did you prepare well for the class? (10%)	①	②	③	④	⑤
Lessons Contents (35%)	9. Are the class objectives, grade evaluation criteria, and methods reasonably clearly presented and conducted in accordance with the lesson plan? (10%)	①	②	③	④	⑤
	10. Did your professor teach passionately in teaching the class? (5%→10%)	①	②	③	④	⑤
	11. Do you think that the course content will be useful in practice in connection with your field of study? (5%)	①	②	③	④	⑤
	12. Did the class be conducted according to the student's level of learning and understanding? (5%)	①	②	③	④	⑤
	13. Did the class use class aids (class notes, PPT, practice materials, etc.) or various teaching methods? (5%)	①	②	③	④	⑤
Assignment and Grades Evaluation (10%)	14. Was sufficient information and explanation given in advance about the assignment or exam? (5%)	①	②	③	④	⑤
	15. Did you evaluate students' tests or assignments fairly and accurately? (5%)	①	②	③	④	⑤
Achievements (25%)	16. If the same professor were to teach this course next semester, would you recommend it to your friends, seniors, or juniors? 15%)	①	②	③	④	⑤
	17. Do you think that the learning goals you originally expected from this course have been achieved? (10%)	①	②	③	④	⑤
etc	18. Did you have enough opportunities to consult with your professor outside of class?	①	②	③	④	⑤
General Evaluation	19. What was the best thing about taking this semester?					
	20. What were you dissatisfied with this semester, and what did you think needed improvement?					
	21. Have you improved your major skills in line with the goals of the course lesson plan through this class?	①	②	③	④	⑤

3. Class evaluation questions (major practice)

Items	Questionnaire	Not at all Not ①	All in all, Not ②	Moderate is ③	All in all, Yes ④	Very Yes ⑤
Students General Matters	1. What is your GPA so far (for all grades)? (1) Less than 2.5 (2) 2.5 ~ 2.99 (3) 3.0 ~ 3.49 (4) 3.5 ~ 3.99 (5) 4.0 or more					
	2. How many hours a week did you spend on average preparing for this subject, reviewing, and completing assignments outside of class time? (1) I didn't do it at all (2) 2 hours or less (3) 2 hours ~ 4 hours (4) 4 hours ~ 6 hours (5) 6 hours or more					
	3. What is the level of difficulty (intellectual challenge) that you felt in this course? (1) It was very low (2) It was a little low (3) It was moderate (4) It was a little high (5) It was very high					
	4. What grades do you expect in this course? ① F ② D ③ C ④ B ⑤ A					
Lessons Method (30%)	5. Did the professor give you free opportunities for questions and discussions during class, and did the professor answer faithfully? (5%→10%)	①	②	③	④	⑤
	6. Did the professor conduct the class diligently without any class delays, such as arbitrarily being late, shortening classes, or not providing reinforcement after the class was suspended? (10%→5%)	①	②	③	④	⑤
	7. Did feedback on student achievement assessments, such as tests, quizzes, and assignments, be given in a short time? (5%)	①	②	③	④	⑤
	8. Did you prepare well for the class? (10%)	①	②	③	④	⑤
Lessons Contents (35%)	9. Are the class objectives, grade evaluation criteria, and methods reasonably clearly presented and conducted in accordance with the lesson plan? (10%)	①	②	③	④	⑤
	10. Did your professor teach passionately in teaching the class? (5%→10%)	①	②	③	④	⑤
	11. Do you think the course content will be useful for practical work after graduation? (5%)	①	②	③	④	⑤
	12. Did the class be conducted according to the student's level of learning and understanding? (5%)	①	②	③	④	⑤
	13. Did the class use class aids (use of practical equipment, etc.) or various teaching methods? (5%)	①	②	③	④	⑤
Assignment and Grades Evaluation (10%)	14. Was sufficient information and explanation given in advance about the assignment or exam? (5%)	①	②	③	④	⑤
	15. Did you evaluate students' tests or assignments fairly and accurately? (5%)	①	②	③	④	⑤
Achievements (25%)	16. If the same professor were to teach this course next semester, would you recommend it to your friends, seniors, or juniors? (15%)	①	②	③	④	⑤
	17. Do you think that the learning goals you originally expected from this course have been achieved? (10%)	①	②	③	④	⑤
etc	18. Did you have enough opportunities to consult with your professor outside of class?	①	②	③	④	⑤
General Evaluation	19. What was the best thing about taking this semester?					
	20. What were you dissatisfied with this semester, and what did you think needed improvement?					
	21. Have you improved your major skills in line with the goals of the course lesson plan through this class?	①	②	③	④	⑤

4. Class Evaluation Questions (General Education)

Items	Questionnaire	Not at all Not ①	All in all, Not ②	Moderate Is ③	All in all, Yes ④	Very Yes ⑤
Students General Matters	1. What is your GPA so far (for all grades)? (1) Less than 2.5 (2) 2.5 ~2.99 (3) 3.0 ~ 3.49 (4) 3.5 ~ 3.99 (5) 4.0 or more					
	2. How many hours a week did you spend on average preparing for this subject, reviewing, and completing assignments outside of class time? (1) I didn't do it at all (2) 2 hours or less (3) 2 hours ~ 4 hours (4) 4 hours ~ 6 hours (5) 6 hours or more					
	3. What is the level of difficulty (intellectual challenge) that you felt in this course? (1) It was very low (2) It was a little low (3) It was moderate (4) It was a little high (5) It was very high					
	4. What grades do you expect in this course? ① F ② D ③ C ④ B ⑤ A					
Lessons Method (30%)	5. Did the professor give you free opportunities for questions and discussions during class, and did the professor answer faithfully? (5%→10%)	①	②	③	④	⑤
	6. Did the professor conduct the class diligently without any class delays, such as arbitrarily being late, shortening classes, or not providing reinforcement after the class was suspended? (10%→5%)	①	②	③	④	⑤
	7. Did feedback on student achievement assessments, such as tests, quizzes, and assignments, be given in a short time? (5%)	①	②	③	④	⑤
	8. Did you prepare well for the class? (10%)	①	②	③	④	⑤
Lessons Contents (35%)	9. Are the class objectives, grade evaluation criteria, and methods reasonably clearly presented and conducted in accordance with the lesson plan? (10%)	①	②	③	④	⑤
	10. Did your professor teach passionately in teaching the class? (5%→10%)	①	②	③	④	⑤
	11. Do you think the content of the class will help you develop liberal arts or basic skills? (5%)	①	②	③	④	⑤
	12. Did the class be conducted according to the student's level of learning and understanding? (5%)	①	②	③	④	⑤
	13. Did the class use class aids (class notes, PPTs, etc.) or various teaching methods? (5%)	①	②	③	④	⑤
Assignmen t and Grades Evaluation (10%)	14. Was sufficient information and explanation given in advance about the assignment or exam? (5%)	①	②	③	④	⑤
	15. Did you evaluate students' tests or assignments fairly and accurately? (5%)	①	②	③	④	⑤
Achieveme nts (25%)	16. If the same professor were to teach this course next semester, would you recommend it to your friends, seniors, or juniors? 15%)	①	②	③	④	⑤
	17. Do you think that the learning goals you originally expected from this course have been achieved? (10%)	①	②	③	④	⑤
etc	18. Did you have enough opportunities to consult with your professor outside of class?	①	②	③	④	⑤
General Evaluation	19. What was the best thing about taking this semester?					
	20. What were you dissatisfied with this semester, and what did you think needed improvement?					
	21. Have you improved your core liberal arts competencies that meet the goals of the course's lesson plan?	①	②	③	④	⑤

5. Class Evaluation Questions (Foreign Language)

Items	Questionnaire	Not at all Not ①	All in all, Not ②	Moderate Is ③	All in all, Yes ④	Very Yes ⑤
Students General Matters	1. What is your GPA so far (for all grades)? (1) Less than 2.5 (2) 2.5 ~ 2.99 (3) 3.0 ~ 3.49 (4) 3.5 ~ 3.99 (5) 4.0 or more					
	2. How many hours a week did you spend on average preparing for this subject, reviewing, and completing assignments outside of class time? (1) I didn't do it at all (2) 2 hours or less (3) 2 hours ~ 4 hours (4) 4 hours ~ 6 hours (5) 6 hours or more					
	3. What is the level of difficulty (intellectual challenge) that you felt in this course? (1) It was very low (2) It was a little low (3) It was moderate (4) It was a little high (5) It was very high					
	4. What grades do you expect in this course? ① F ② D ③ C ④ B ⑤ A					
Lessons Method (30%)	5. Did the professor give you free opportunities for questions and discussions during class, and did the professor answer faithfully? (5%→10%)	①	②	③	④	⑤
	6. Did the professor conduct the class diligently without any class delays, such as arbitrarily being late, shortening classes, or not providing reinforcement after the class was suspended? (10%→5%)	①	②	③	④	⑤
	7. Did feedback on student achievement assessments, such as tests, quizzes, and assignments, be given in a short time? (5%)	①	②	③	④	⑤
	8. Did you prepare well for the class? (10%)	①	②	③	④	⑤
Lessons Contents (35%)	9. Are the class objectives, grade evaluation criteria, and methods reasonably clearly presented and conducted in accordance with the lesson plan? (10%)	①	②	③	④	⑤
	10. Did your professor teach passionately in teaching the class? (5%→10%)	①	②	③	④	⑤
	11. Do you think the content will help you improve your foreign language skills (conversation or language tests)? (5%)	①	②	③	④	⑤
	12. Did the class be conducted according to the student's level of learning and understanding? (5%)	①	②	③	④	⑤
	13. Did the class use class aids (class notes, PPTs, etc.) or various teaching methods? (5%)	①	②	③	④	⑤
Assignment and Grades Evaluation (10%)	14. Was sufficient information and explanation given in advance about the assignment or exam? (5%)	①	②	③	④	⑤
	15. Did you evaluate students' tests or assignments fairly and accurately? (5%)	①	②	③	④	⑤
Achievement s (25%)	16. If the same professor were to teach this course next semester, would you recommend it to your friends, seniors, or juniors? 15%)	①	②	③	④	⑤
	17. Do you think that the learning goals you originally expected from this course have been achieved? (10%)	①	②	③	④	⑤
etc	18. Did you have enough opportunities to consult with your professor outside of class?	①	②	③	④	⑤
General Evaluation	19. What was the best thing about taking this semester?					
	20. What were you dissatisfied with this semester, and what did you think needed improvement?					
	21. Did this class improve the core competencies of liberal arts that meet the goals of the course syllabus?	①	②	③	④	⑤

6. Class Evaluation Questions (Team Project) - Conducted only in the summer and winter semesters.

Items	Questionnaire	Not at all Not ①	All in all, Not ②	Moderate Is ③	All in all, Yes ④	Very Yes ⑤
Students General Matters	1. What is your GPA so far (for all grades)? (1) Less than 2.5 (2) 2.5 ~ 2.99 (3) 3.0 ~ 3.49 (4) 3.5 ~ 3.99 (5) 4.0 or more					
	2. How many hours a week did you spend on average preparing for this subject, reviewing, and completing assignments outside of class time? (1) I didn't do it at all (2) 2 hours or less (3) 2 hours ~ 4 hours (4) 4 hours ~ 6 hours (5) 6 hours or more					
	3. What is the level of difficulty (intellectual challenge) that you felt in this course? (1) It was very low (2) It was a little low (3) It was moderate (4) It was a little high (5) It was very high					
	4. What grades do you expect in this course? ① F ② D ③ C ④ B ⑤ A					
Lessons Method (30%)	5. Was the class conducted in a project format focused on research, discussion, presentation, and question and answer? (10%)	①	②	③	④	⑤
	6. Did the professor conduct the class diligently without any class delays, such as arbitrarily being late, shortening classes, or not providing reinforcement after the class was suspended? (5%)	①	②	③	④	⑤
	7. Did feedback on student achievement assessments, such as tests, quizzes, and assignments, be given in a short time? (5%)	①	②	③	④	⑤
	8. Did you conduct the class in a way that encouraged students to learn voluntarily? (10%)	①	②	③	④	⑤
Lessons Contents (35%)	9. Are the class objectives, grade evaluation criteria, and methods reasonably clearly presented and conducted in accordance with the lesson plan? (10%)	①	②	③	④	⑤
	10. Did your professor teach passionately in teaching the class? (10%)	①	②	③	④	⑤
	11. Do you think the course content will be useful in practice in connection with your field of study? (5%)	①	②	③	④	⑤
	12. Did the class be conducted according to the student's level of learning and understanding? (5%)	①	②	③	④	⑤
	13. Did the class use class aids (class notes, PPT, practice materials, etc.) or various teaching methods? (5%)	①	②	③	④	⑤
Assignm ent and Grades Evaluati on (10%)	14. Was sufficient information and explanation given in advance about the assignment or exam? (5%)	①	②	③	④	⑤
	15. Did you evaluate students' tests or assignments fairly and accurately? (5%)	①	②	③	④	⑤
Achieve ments (25%)	16. If the same professor were to teach this course next semester, would you recommend it to your friends, seniors, or juniors? 15%	①	②	③	④	⑤
	17. Do you think that the learning goals you originally expected from this course have been achieved? (10%)	①	②	③	④	⑤
etc	18. Did you have enough opportunities to consult with your professor outside of class?	①	②	③	④	⑤
General Evaluati on	19. What was the best thing about taking this semester?					
	20. What were you dissatisfied with this semester, and what did you think needed improvement?					
	21. Have you improved your major skills in line with the goals of the course lesson plan through this class?	①	②	③	④	⑤