

POLICY TITLE	Evaluation of Student Learning
POLICY NUMBER	E-1.16
APPROVAL DATE	June 2022
APPROVAL BODY	Education Council
REPLACES (IF APPLICABLE)	N/A
LAST UPDATE OR AMENDMENT OR REVIEW DATE	N/A
NEXT REVIEW DATE	2027
HOLDER	VP Education
RESPONSIBLE OPERATIONAL LEADER	Deans/Directors
SUPPORTING DOCUMENTS	N/A

## EVALUATION OF STUDENT LEARNING

### PURPOSE

Camosun College strives to ensure that its teaching and learning environment is guided by the principles of good educational scholarship and practices. Doing so will improve the educational outcomes of students and support faculty to enhance the quality of student learning experiences.

The purpose of this policy is to provide guiding principles to support faculty in evaluating student learning in a fair manner.

### POLICY APPLICATION, SCOPE, AND LIMITS

This policy will apply to all Camosun College courses, including all work integrated learning experiences and evaluations. This policy does not apply to courses students are seeking a credit for through Prior Learning Assessment and Recognition (PLAR).

### DEFINITIONS

1. **Assessment:** The ongoing process of gathering, interpreting, and using information on student learning to inform instructional decisions, as well as the extent to which students have met the intended learning outcomes (i.e., how well they are doing). The main purpose of assessment is to improve student learning.
2. **Evaluation:** The process of assessing coursework against defined criteria, typically at a specific point in time (e.g., weekly, mid-term, end of term) to determine a student's grade.

## **PRINCIPLES**

1. Camosun College has assessment and evaluation practices that support student learning. Students can expect transparency in how their learning is assessed and evaluated.
2. All Camosun College courses will use a course syllabus. A course syllabus will convey expectations related to course evaluations (including expectations related to work-integrated learning and practicums, if relevant). The use of a syllabus is also intended to ensure that Camosun College can provide students who require accommodation timely and appropriate academic accommodations for evaluations.
3. In general, no single evaluation should comprise greater than 40% of the total course grade. If an evaluation needs to be weighted greater than 40%, instructors will consult the Dean or Director to seek guidance. Evaluations in courses should be weighted judiciously, keeping in mind the time, content, and context under which the student is being evaluated. Instructors should be considerate of the appropriate number of evaluations students are asked to complete in each course.
4. All course evaluation results and/or feedback should be communicated to students in a timely manner, after each completed and assessed evaluation, to support iterative learning and to inform students how they are performing in the course.

## **RELATED LEGISLATED REFERENCES**

- [British Columbia Human Rights Code](#)

## **LINKS TO RELATED CAMOSUN POLICIES, DOCUMENTS, AND/OR WEBSITES**

- [Assessment for Learning Library Guide](#)
- [E-1.5 Grading](#)
- [G-2.1 Equity, Diversity, and Inclusion](#)
- [Syllabus Template \(Intranet; sign-in with college credentials required\)](#)