

## Privacy Notice for Unit Evaluation Questionnaires

### Purpose and Use of Data

Bournemouth University (BU) is committed to continuously enhancing the quality of its learning and teaching, informed by student feedback and engagement. The Unit Evaluation Questionnaire (UEQ) enables students to share their views on their learning experience to help improve teaching quality, foster belonging, and strengthen our academic community.

The feedback you provide may be used to:

- Inform ongoing enhancement of teaching and learning at unit and programme level.
- Identify good practice and areas for improvement.
- Contribute to institutional quality assurance and enhancement processes, including those that inform the **National Student Survey (NSS)** and **Teaching Excellence Framework (TEF)**;
- Support staff reflection and professional development.
- Contribute to **Access and Participation initiatives**, where survey responses may be combined with demographic or other student data to understand and address differences in experience or outcomes between student groups

### Nature of the Survey and Data Handling

Responses to the UEQ are **pseudonymous**, meaning that while responses are technically associated with a unique identifier (such as a User ID or student number), they are not directly tied to your name or contact details in the analysis dataset. No attempt will be made to identify individual respondents. Analysis and reporting will take place only at an **aggregate level** (e.g. unit, programme, or faculty). BU staff responsible for survey administration may have access to identifiers only for **technical or quality-assurance purposes** (for example, to ensure complete datasets or validate response rates). These identifiers will not be used to analyse individual responses.

In some cases, survey data may be **linked with other student information** (such as demographic or attainment data) to support **Access and Participation** monitoring and evaluation. This may include limited use of **special category data** (e.g. ethnicity, disability, gender identity) for the purposes of understanding differences in student experience and supporting inclusive education. Any such analysis is conducted under strict controls, with results reported only in aggregated, non-identifiable form.

### Survey Platform

The UEQ is currently being delivered using **Jisc Online Surveys**

The survey platform processes student email addresses solely for the purpose of issuing survey invitations and reminders. BU remains the **data controller** for the survey and all personal data collected.

**Jisc** act as **data processors** on behalf of BU. Each platform stores data securely within the **UK or EEA** and processes it in accordance with BU's contractual and data protection requirements.

### **Legal Basis**

The processing of personal data for this survey is based on BU's **legitimate interests**, specifically the University's interest in evaluating and improving teaching and learning. Participation in the survey is **voluntary**. Choosing not to participate will not affect your studies or your relationship with the University.

Where special category data (for example, ethnicity or disability) are used in combination with survey responses for Access and Participation monitoring, processing is carried out under substantial public interest and in accordance with the Data Protection Act 2018, in relation to Equality of Opportunity or Treatment.

### **Data Retention**

Survey response data will be retained for up to **three academic years** to support trend analysis and enhancement planning. Aggregated and anonymised data may be retained for longer to inform institutional performance monitoring and equality reporting.

### **Your Rights**

Under the UK GDPR, you have rights in relation to your personal data, including the right to access, correct, and, in certain circumstances, restrict or object to its processing. For more information about your rights and how BU handles personal data, please see the [BU Student Privacy Notice](#) or contact the **BU Data Protection Officer** at [dpo@bournemouth.ac.uk](mailto:dpo@bournemouth.ac.uk).

### **Professional Conduct**

Please avoid including personal details (such as your name or any information that could identify you or others) in your responses and observe professional courtesy when providing feedback.