

Faculty Professional Growth Summer Project Evaluation Worksheet

Project Submitted by	Applicant's College select...
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Summer Project Title

Project Evaluation

Use the following check sheet to guide your evaluation. Note any comments in the space on page 2. Enter the points assigned for each section in the right column (yellow box, marked by →)

Press TAB after entering the points to update the Total Points for Project at the bottom.

1. Abstract (5 pts maximum)	Points (0-5)
<ul style="list-style-type: none"> • clear and concise abstract of the project (120 words max) • location and time span identified 	→
2. Identified the purpose of the project. (25 pts maximum)	Points (0-25)
<ul style="list-style-type: none"> • states the purpose, goals, and objectives of the project • identifies the tasks and their relevancy to discipline or education • explains the steps involved in completing the project • addresses the value and importance of the project • articulates outcomes 	→
3. Described the professional growth to be achieved. (30 pts maximum)	Points (0-30)
<ul style="list-style-type: none"> • articulates in concrete terms what professional growth is to be attained • specifies skills, techniques, knowledge hoped to gain • explains why this growth is important to them • describes relevancy of the professional growth to their discipline (teaching, other responsibilities) 	→
4. Discussed primary benefits of this project (only one benefit is required, indicate below). (15 pts maximum)	Points (0-15)
<div style="margin-left: 20px;"> <input type="checkbox"/> students <input type="checkbox"/> college <input type="checkbox"/> colleagues or department? </div> <ul style="list-style-type: none"> • explains how project benefits the identified group • references way they currently interact and how future interactions will be impacted • articulates how project will enhance work in concrete terms (skills, techniques, knowledge) • explains plans to share in observable/specific ways 	→
5. Complete and detailed timeline. (25 pts maximum)	Points (0-25)
<ul style="list-style-type: none"> • has well thought planning guide/timeline/itinerary • articulates and explains the types of activity • activities / timeline is clear, understandable and reasonable • relates the research activities to the project purpose (gives examples) • details the time spent on each activity • hour allotment is congruent with RFP, not to exceed 40 hours a week • accurately splits between Summer I & Summer II 	→
Total Points (out of 100)	0

Other Information