**Sample Evaluation Form[[1]](#footnote-1)**

**Nominee: Rater:**

**Department of Nominee:**

Circle your responses to each of the items, and then add comments below the table. For items 1 and 2, please respond based on the comments written by students and colleagues about the nominee. For items 3 and 4, evaluate the quality of the instructor’s work for yourself, based on the evidence presented in the nomination. For all four items, please reserve a score of “5” for truly extraordinary nominees.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Outstanding even among the very best instructors | Outstanding even among good instructors | Standard for a good instructor | Standard for an average instructor | Not justified to receive award on this basis |
| 1. Student feedback about nominee and nominee’s classes | 5 | 4 | 3 | 2 | 1 |
| 2. Chair and colleagues’ feedback | 5 | 4 | 3 | 2 | 1 |
| 3. Nominee’s creativity and contributions to students’ educational experiences | 5 | 4 | 3 | 2 | 1 |
| 4. Nominee’s contributions to department and College (especially College’s key priority areas) | 5 | 4 | 3 | 2 | 1 |

**Total Numerical Score:**

**Any noteworthy observations, positive or negative?**

1. For use by the Selection Committee. [↑](#footnote-ref-1)