

## FOR ORAL PRESENTATION

### GRADUATE STUDENT PROPOSAL/PRACTICUM-THESIS-DISSERTATION RUBRIC

The attached evaluation tool (rubric) is adopted from A-State Office of Assessment with minor modifications to assist faculty in the evaluation of their degree program. This assessment tool includes a subjective evaluation of student's progress, objective achievements (presentations, grants, and publications), and advisor mentoring strategies. The rubric includes four broad evaluation criteria, and encourages the addition of criteria important to individual departments/programs. Evaluation of a thesis/dissertation proposal and the thesis/dissertation can be an integral part of graduate student learning outcomes assessment conducted by graduate programs. It is applicable to all programs that have a thesis or dissertation requirement.

This evaluation tool is intended to:

- provide students, with a clear understanding of the aspects of their proposal deemed most important to their graduate program, although they should still follow their advisor's guidance.
- provide clear and concise feedback to students on how well their proposal does in meeting those program objectives, at a time when the feedback can be used to improve the final version of the proposal and final version of the thesis/dissertation
- encourage conversations among departmental colleagues about improving graduate student learning outcomes and assessment
- serve as a model for a "tool" that can be used by graduate programs both as they prepare their students to meet program learning objectives and as they report on their success in required assessment reports.

#### **Instructions:**

1. The advisor and students should review and become familiar with the criteria in the evaluation tool, as a guide, prior to the preparation of a thesis/dissertation proposal and prior to the final thesis/dissertation.
2. Part I (page 2) and Parts VIII (pages 5-6) should be completed by the Student and a copy should be submitted to each committee member and the Advisor.
3. Part II (page 2) can be completed by the Student or Advisor.
4. The rubric (Part IV, page 3) should be then be scored once by each of the Committee Members and the Advisor **at the time of the oral presentation**. For each attribute which a committee member feels is somewhat or very deficient, a short explanation should be provided in the comment column. Parts III (page 2) IV (page 3) should be completed by all committee members. Score each expectation within an attribute from 1 (strongly disagree) to 4 (strongly agree). Use "Absent" if the expectation is relevant but cannot be evaluated. Choose N/A if the expectation is not relevant.
5. The feedback provided by the scored rubric should be discussed directly with the student, and summarized by the advisor in written format on the summary page (Part V, page 4).
6. Parts VI and VII (page 4) should be completed by the Advisor only.
7. The Advisor should collect all completed rubrics and make a photocopy for the student as feedback for thesis/dissertation proposal improvement, as well as for developing their final thesis/dissertation/practicum.
8. The original completed rubrics should be treated as **confidential** information and delivered to the relevant program (EVS/MBS or Biology) director. These records should be retained in a secure file in the office for use as a valuable tool in graduate student learning outcomes assessment.

**Part I: Student Information**

Student Name: \_\_\_\_\_ Last four digits of Student ID: \_\_\_\_\_

Circle the Program: BIOLOGICAL SCIENCES    ENVRIONMENTAL SCIENCE    MOLECULAR BIOSCIENCE

Circle the Degree:    MA    MS    PhD

Check below which applies:

- Thesis Proposal
- Practica Proposal
- Dissertation Proposal
- Thesis – Final
- Practica - Final
- Dissertation – Final

**Part II: Committee Information**

**TO BE COMPLETED BY ADVISOR/STUDENT:**

Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Committee Members and Affiliation:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Part III: Reviewer Information**

Name of Reviewer: \_\_\_\_\_

Date of Review: \_\_\_\_\_

Signature: \_\_\_\_\_

**Part IV: Oral Presentation Rubric**

**TO BE COMPLETED BY ALL COMMITTEE MEMBERS, at the time of the oral presentation.**

**Student Name:** \_\_\_\_\_

Attribute	Expectation	N/A	Absent	1	2	3	4	Comment on strengths and weaknesses
Quality of Slide Presentation	Well organized, with a logical flow. Easy to follow							
	Details are minimized so major points stand out in the text and visual aids							
	Text and illustrations are well balanced							
	Text is legible, projects well to a large audience							
	Color choice is effective and mindful of color blinds							
Breadth of Knowledge	Depth of subject knowledge is exceptional							
	Presentation reveals the ability to interconnect and extend knowledge from multiple disciplines							
Quality of Science	Objectives are well defined							
	Hypotheses are (were) well formulated, relevant, and testable (were tested) with data collection plan							
	Research question is novel and has high potential for publication							
	Methods are clear and appropriate to test hypothesis(es) or address(ed) study objectives							
	Results are clear and conclusions are sound, logical, and supported by data presented							
Quality of Communication	Visual aids are used effectively to enhance presentation							
	Delivery is clear, audible, with excellent elocution, tone, and pace							
	Slides and delivery are adapted to a broad audience							
	Presenter exhibits confidence (refrains from reading the presentation, avoids the use of filler words, makes eye contact with audience) and enthusiasm (engages his/her audience)							
Quality of Response to Questions	Responses (including to challenging questions) are eloquent, arguments well chosen							
	Responses exhibit superior critical thinking skills							
Overall Assessment	Exceeds level expected of a M.A./M.S./Ph.D. student							

**Part V: Feedback Summary****TO BE COMPLETED BY ADVISOR ONLY:**

*Please summarize all feedback given by committee to the graduate student:*

**Part VI: Student Progress****TO BE COMPLETED BY ADVISOR ONLY:**

*Please include the progress made by the student and/or progress plan for the student, in terms of research project and professional development:*

**Part VII: Mentor Strategies****TO BE COMPLETED BY ADVISOR ONLY:**

***Proposal stage:** Please explain how you plan to help the student improve on the points highlight in Part V: Feedback summary*

***Final stage:** Please describe what mentoring strategies you used. Specify which strategies you judged successful vs. unsuccessful and why*

**Part VIII: Student Achievements and future plans**

**TO BE COMPLETED BY STUDENT:**

**Publications:**

Add as many lines as necessary.

Title	Journal	Year <sup>1</sup>	Is student first author? (Y/N)	Type <sup>2</sup>	Scope <sup>3</sup>

<sup>1</sup>Year: if not published yet, indicate status as *In Prep, In Review, In Revisions, or In Press*

<sup>2</sup>Type: *Full length original article (FL), Note/short communication (N), or Review (R)*

<sup>3</sup>Scope: *State (S), Regional (R), National (N), or International (I)*

**Presentations:**

Add as many lines as necessary.

Title	Conference	Date	Student first author? (Y/N)	Type <sup>1</sup>	Scope <sup>2</sup>	Award? (Y/N)

<sup>1</sup>Type: *Oral (O) or Poster (P)*

<sup>2</sup>Scope: *Local (L), State (S), Regional (R), National (N), or International (I)*

**Awards (other than presentations) and Grants:**

Add as many lines as necessary.

Name	Organization	Type*	Year	Dollar Amount (if applicable)

\*Type: *Travel, Research, Teaching, Other (specify)*

**Other Professional Activities:**

*Please list all other activities in which you have actively participated (e.g., outreach events, leadership positions such as with student clubs, committees) and describe your role for each:*

**After graduation:**

**Where will you be after graduation?**

- Not known at this time
- Teaching K-12 students  
Please specify school and grade: \_\_\_\_\_
- Teaching undergraduate/graduate students  
Please specify school and department: \_\_\_\_\_
- Ph.D. program  
Please specify school and program: \_\_\_\_\_
- Post-Doc  
Please specify school/organization: \_\_\_\_\_
- Government job  
Please specify agency and position: \_\_\_\_\_
- Private job  
Please specify company and position: \_\_\_\_\_
- Non-profit organization job  
Please specify organization and position: \_\_\_\_\_
- Other  
Please specify organization and position: \_\_\_\_\_

**Is this where you hoped you would be going?**                       Yes                       No

If not, where did you hope you would be going? \_\_\_\_\_