

YORK TECHNICAL COLLEGE
 Reader Evaluation Form
 Faculty/Staff Development Projects

Evaluation Scale:

Project Number _____

Acceptable = 2

Needs Improvement = 1

CRITERIA	FOCUS POINTS	Reader One	Reader Two
1. Statement of Need:	Meets one or more of the institutional goals		
Reader Comments:			
2. Objectives:	Clear and precise, attainable, improve current practices, measurable objectives		
Reader Comments:			
3. Procedure:	Identified in sequence, complete and clear, completed within 12 months		
Reader Comments:			
4. Budget:	Cost effective		
Reader Comments:			
5. Evaluation:	Correlates with objectives, measurable outcomes, benefits gained		
Reader Comments:			

Example

We consider this project: [Indicate one of the following]:

- Acceptable [Requires ten (10) points by each reader]
- Provisionally Acceptable (This project is generally sound, but the reviewers consider certain changes as indicated to be essential.)
- Unacceptable

Readers' Signatures:

Reader One

Reader Two