

EVALUATION RUBRIC FOR HBC APPLICATIONS

Applicant's Name _____

Correct format? Yes* No

Previous HBC course approval? Yes No

Associated non-honors course: _____*

Faculty mentor: _____ Full-time faculty member? Yes* No

If no, has student provided a rationale for a non-full time faculty member? Yes* No

Affiliated Department: _____

Proposals will not be reviewed if they are missing any field indicated by *.

The following categories are scored based on how they are presented in the proposal, in both content and clarity.

Score definitions:

0 poor or absent / 1 fair = description is unclear and lacks detail, relevant information is missing / 2 good = description lacks some detail and is unclear / 3 very good = description is complete and clear, but is missing some detail that would strengthen the proposal / 4 excellent = description is complete, easy to understand, and provides clear criteria or justification for HBC status.

Assessment of HBC course enhancement

Score = (max 24 pts)

Description of non-honors course objectives, topics covered, and assessment	0	1	2	3	4
Description of proposed enhancements	0	1	2	3	4
Description of final product(s)	0	1	2	3	4
Description of how the enhancements provide additional 20% effort	0	1	2	3	4
Description of how the course enhancement is aligned with at least 2 pillars of the TCNJ Honors Program curriculum.	0	1	2	3	4
Specific timelines for faculty meetings and milestones	0	1	2	3	4

A minimum score of 16 is required for the proposal to be approved by the Honors Program Coordinator. A score lower than two in any one criterion may disqualify the proposal.