

## EVALUATION RUBRIC FOR HBC APPLICATIONS

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

*To be completed by Student*

Applicant's Name \_\_\_\_\_

Major: \_\_\_\_\_

Previous HBC course approval?      Yes    No

Associated non-honors course: \_\_\_\_\_\*

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

Affiliated Department: \_\_\_\_\_

*To be completed by Honors Program*

Correct format?      Yes\*    No

Full-time faculty member? Yes\*    No

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

**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
Rationale for the enhancement and HBC status	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.**