

Criteria for Evaluating Non-Senate Faculty Professional Development Proposals

The four categories listed below are intended to guide your evaluation of NSF proposals for Professional Development funding. The examples provided under each category are not meant to be exhaustive, which means that in many cases committee members will have to discuss the merits of individual proposals on a case-by-case basis. For each proposal, please assign a number score of **1 (reject)**, **2 (possibly)**, or **3 (accept)** to each category.

Categories

I. The Learning Environment

The proposal makes a clear and compelling case for how the applicant's use of the requested funds will help **improve, enhance, or bring innovation** to *at least one or more* of the following areas:

- The way students learn
- The way the lecturer teaches
- The way new knowledge in a field is conveyed
- The way specialized fields are shown to relate to other fields and departments across the university

II. Opportunities and/or Materials for Professional Development

The proposal makes a clear and compelling case for how the requested funds will advance **the professional development** of the applicant in any of the following areas:

[These are just a few suggestions]

- Funds will provide much needed materials for research and writing such as computers, software, hardware updates, books, journal subscriptions, membership fees, and other expenses not covered by the lecturer's department or other university resources
- Funds will be used to pay conference fees and/or defray travel expenses to an academic or professional conference that has clear relevance to the applicant's field of study and teaching
- The proposed activity/expenditure will result in an actual advance in rank, support a merit review, add a title, or otherwise raise the professional profile of the applicant
- The funds will contribute to the cost of further education, course work, or independent study directly related to the applicant's academic/professional field

III. Legitimacy

The proposed activity/expenditure has a demonstrable and important relationship to the applicant's professional field of study and teaching as indicated by the applicant's **overall record of accomplishment** as indicated on the *cv*.

IV. General Value

The proposal is designed not merely to enhance the personal, but the recognizably professional, interests of the applicant in a way that confers benefits and **value to the university community** more generally.