

URCA Reviewer Rubric

Score (out of 30): _____

	Outstanding	Adequate	Unsatisfactory
<p>Quality of Writing</p> <p>_____ Points (out of 5)</p>	<ul style="list-style-type: none"> The quality of the writing is excellent There are no grammar, spelling, or punctuation errors Sentences flow together well Paragraphs have clear topic sentences and supporting ideas <p>5 POINTS</p>	<ul style="list-style-type: none"> There are minor errors in grammar, spelling, and/or punctuation There are minor errors in sentence and paragraph construction <p>3-4 POINTS</p>	<ul style="list-style-type: none"> There are major errors in grammar, spelling, and/or punctuation There are major errors in sentence and paragraph construction These errors result in some or all of the application being incoherent to the reader <p>0-2 POINTS</p>
<p>Faculty Member Interest/ Experience in Mentoring Undergraduate Research/Creative Activity <i>(this section is written by the faculty mentor)</i></p> <p>_____ Points (out of 5)</p>	<ul style="list-style-type: none"> There is a clear description of the faculty member’s <u>interest</u> in mentoring undergraduate research/creative activity (how the faculty mentor got interested in mentoring undergraduates, benefits for the student, benefits for the faculty mentor, benefits for KSU, etc.) There is a clear description of the faculty member’s <u>past experience</u> (if applicable) in mentoring undergraduate research/creative activity (approximate number of students mentored; number of years’ experience; types of products that emerge, such as publications and presentations; ways in which students have been involved in the past, etc.). [Note that it is not necessary for faculty members to have experience; faculty members without prior experience should talk more in depth about their interest in mentoring undergraduates] <p>5 POINTS</p>	<ul style="list-style-type: none"> There are minor issues in this section (e.g., the section lacks some details regarding interest and/or experience in mentoring undergraduates in research/creative activity) <p>3-4 POINTS</p>	<ul style="list-style-type: none"> There are major issues in this section (e.g., the faculty member has not indicated whether he/she has past experiences mentoring undergraduate research/creative activity; there is no statement of interest) <p>0-2 POINTS</p>
<p>Description of How Student Learning will be Impacted by the URCA Award <i>(this section is written by the faculty mentor)</i></p> <p>_____ Points (out of 5)</p>	<ul style="list-style-type: none"> There is a clear description of how student learning will be affected by this award. For example, what learning outcomes will be achieved through this project? How will getting this award positively affect the student’s future? There is a clear description of the specific disciplinary skills in research and/or creative activity that students will demonstrate as a result of their participation in this project. There is a clear description of the role that the student played in the research/creative activity. For example, did the student generate the research question, design the study, collect data, or analyze data? How involved was the student in the conference submission (e.g., did he/she write the submission? Revise an already-written submission?) <p>5 POINTS</p>	<ul style="list-style-type: none"> There are minor issues in this section (e.g., the learning outcomes or future impact are somewhat unclear, the role of the student in the project is somewhat unclear) <p>3-4 POINTS</p>	<ul style="list-style-type: none"> There are major issues in this section (e.g., the section is so short that it’s not at all clear how student learning will be impacted or what the role of the student was in the project) <p>0-2 POINTS</p>

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<p>Project Description <i>(this section is written by the student)</i></p> <p>_____ Points (out of 10)</p>	<ul style="list-style-type: none"> • The project description contains background information on the topic, including references (if applicable). • There is a clear description of the topic leading to a well-formulated research question or hypothesis (if applicable). • It is clear to the reader that the research/creative activity is novel and makes a unique contribution to the student’s field. • The research/creative activity methodology and results are clearly explained. • The project description specifies the student’s unique contribution to or perspective on the project. • For projects involving more than one student applicant for an URCA, this section is not identical to another student’s submission – each URCA applicant must write his/her own project description. <p>9-10 POINTS</p>	<ul style="list-style-type: none"> • There are minor issues in this section (e.g., the project description lacks some detail, the research question is not fully formulated, it is not completely clear if the research makes a unique contribution to the literature in the student’s field). <p>5-8 POINTS</p>	<ul style="list-style-type: none"> • There are major issues in this section (e.g., the project description is so short that the reader is unable to understand the background on the topic or the research that the student conducted; the project description is identical to a description submitted by another URCA applicant). <p>0-4 POINTS</p>
<p>Project Funding Justification <i>(this section is written by the student)</i></p> <p>_____ Points (out of 5)</p>	<ul style="list-style-type: none"> • There is a complete list of expenses that will be paid for through the grant. • The list of expenses is itemized with exact or near exact costs associated with each item. • The full name (no abbreviations) and dates of the conference are included in this section. • A copy of the conference acceptance notification has been uploaded to the website and indicates that the student is an author on the presentation. <p>5 POINTS</p>	<ul style="list-style-type: none"> • There are minor issues in this section (e.g., some expenses are not fully itemized, the itemized list is vague or somewhat incomplete, it is difficult to tell what conference the student is attending). <p>3-4 POINTS</p>	<ul style="list-style-type: none"> • There are major issues in this section (e.g., the student has not itemized a list of expenses, there is no acceptance notification uploaded, the student is not listed as an author on the presentation). <p>0-2 POINTS</p>