## Evaluation of Professional Development Session Proposals

**Scoring Metrics**

In the Grading Rubric, there are points for each of the session components. For each session, please provide numeric values that indicate the strength of the session and the relevance to the SACNAS audience. The scores will range from the lowest (1) to the highest (4), where the highest score always represents that the session is very strong on those aspects, and where 1 represents that the session is lacking in those aspects.

**Guiding Considerations: One of the fundamental aspects of the professional development sessions presented at SACNAS is diversity. The session's diversity components should include but not be limited to the following areas:**

1. Disciplinary diversity: Are various disciplines overly represented or underrepresented in your highest scoring cohort?
2. Demographic diversity: Does the session speakers represent diversity in terms of racial and ethnic backgrounds?
3. Institutional diversity: Is there diversity of institutions represented in the session?
4. STRONGLY discourage solo speaker presentations. We would only allow single presenters if the presenter was the only viable subject matter expert for the session topic. This would need to be clearly justified and described in the application submission. Higher weight is given to multiple speakers due to the diversity aspect of having more than one perspective.

**PLEASE SKIP TO FOLLOWING PAGE FOR RUBRIC**

| SACNAS – Professional Development Session Proposal Grading Rubric | | | | |
|---|---|---|---|---|
| **Title, Goals & Description** | **Title, goals and description should be interesting, relevant and well-defined.** | | | |
| | *Scoring: Yes = 4, Somewhat True = 3, Barely= 2, No= 1, NA* | **Weight** | **Score** | **Total** |
| | 1. Is the title of this session relevant and interesting to the intended audience? | 1 | | |
| | 2. Does the session description explain the topic well? | 4 | | |
| | 3. Are the goals of the session clearly stated? | 4 | | |
| | **Total possible title description score** | **9** | | |
| **Professional Advancement (Talks or Panel Discussion)** | **Panels should be engaging and useful to the attendees. Applicants should clearly present the structure or strategy to be used, intended audience, expected outcomes of the session, each speaker's contribution, and how they complement each other.** | | | |
| | *Scoring: Yes = 4, Somewhat True = 3, Barely = 2, No= 1, NA* | **Weight** | **Score** | **Total** |
| | 1. Is the session structure clearly described? | 1 | | |
| | 2. Are the session talks clearly stated? | 3 | | |
| | 3. Do the session talks complement each other in this session? | 1 | | |
| | 4. Is the topic relevant and exciting to the intended audience? | 2 | | |
| | 5. Does the proposal present clear expected outcomes and/or take-home message for the attendees? | 4 | | |
| | **Total possible professional advancement score** | **11** | | |
| **Speaker(s)** | **Speakers should have experience in the field being presented and/or other qualifications to speak on the given topic(s) of the session.** | | | |
| | *Scoring: Yes = 4, Somewhat True = 3, Barely = 2, No= 1, NA* | **Weight** | **Score** | **Total** |
| | 1. Are the speakers well suited to present on this topic? | 4 | | |
| | 2. Is the contribution of each speaker clearly explained? | 4 | | |
| | **Total possible speaker quality score** | **8** | | |
| **Diversity** | **Speakers' representation of diversity components should include but not be limited to the following areas: gender, race/ethnic/cultural background, institutions, academic levels and/or sectors in STEM as appropriate to the topic.** | | | |
| | *Scoring: Yes = 4, Somewhat True = 3, Barely = 2, No= 1, NA* | **Weight** | **Score** | **Total** |
| | 1. Do the speakers have a balanced gender representation? | 2 | | |
| | 2. Do the speakers represent a variety of ethnic/cultural backgrounds? | 2 | | |
| | 3. Do the speakers represent a variety of institutions? | 2 | | |
| | 4. Do the speakers represent diverse career levels, disciplines, or STEM sectors? | 2 | | |
| | 5. Were there any other components of diversity represented by the included speakers? | 2 | | |

| | | Total possible diversity score | 10 | | |
|---|---|---|---|---|---|
| | | **TOTAL POSSIBLE OVERALL SCORE** | **38** | | |
| **Is the session Innovative (structure, topic, speakers, delivery)?** | | | | **Yes** | **No** |
| **Please provide additional comments that you deem important regarding the strengths and potential areas of improvement for this session (These comments may be shared with the chair and/or speakers of the session):** | | | | | |