

## Senior design instructor evaluation survey

Please fill out a separate form for each of your senior design project student team members

Your student on the team (based on your observations):

1) Contributes to Team Meetings (please mark none, **one** or **more** boxes):

- ☐ Shares ideas but does not advance the work of the group
- ☐ Offers new suggestions to advance the work of the group.
- ☐ Offers alternative solutions or courses of action that build on the ideas of others.
- ☐ Helps the team move forward by articulating the merits of alternative ideas or proposals.

2) Facilitates the Contributions of Team Members (please mark none, **one** or **more** boxes):

- ☐ Engages team members by taking turns and listening to others without interrupting.
- ☐ Engages team members in ways that facilitate their contributions to meetings by restating the views of other team members and/or asking questions for clarification.
- ☐ Engages team members in ways that facilitate their contributions to meetings by constructively building upon or synthesizing the contributions of others.
- ☐ Engages team members in ways that facilitate their contributions to meetings by both constructively building upon or synthesizing the contributions of others as well as noticing when someone is not participating and inviting them to engage.

3) Individual Contributions Outside of Team Meetings (please mark none, **one** or **more** boxes):

- ☐ Completes all assigned tasks by deadline
- ☐ Work accomplished advances the project
- ☐ Work accomplished is thorough, comprehensive, and advances the project
- ☐ Proactively helps other team members complete their assigned tasks to a similar level of excellence

4) Fosters Constructive Team Climate (please mark none, **one** or **more** boxes):

- ☐ Treats team members respectfully by being polite and constructive in communication.
- ☐ Uses positive vocal or written tone, facial expressions, and/or body language to convey a positive attitude about the team and its work.
- ☐ Motivates teammates by expressing confidence about the importance of the task and the team's ability to accomplish it.
- ☐ Provides assistance and/or encouragement to team members.

5) Responds to Conflict (please mark none or **one** box only):

- ☐ Passively accepts alternate viewpoints/ideas/opinions
- ☐ Redirecting focus toward common ground, toward task at hand (away from conflict)
- ☐ Identifies and acknowledges conflict and stays engaged with it
- ☐ Addresses destructive conflict directly and constructively, helping to manage/resolve it in a way that strengthens overall team cohesiveness and future effectiveness.