



1980

1980 Women of Achievement Program Awards Evaluation Forms

Commission for Women

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Sent out
to Commission
Members on
Nov. 11

The University of Tennessee, Knoxville
Commission for Women

M E M O

TO: Commission Members

FROM: Michelle Long, Graduate Assistant

DATE: November 6, 1980

RE: Evaluation of "Women of Achievement" Program

Enclosed please find rough copies of the forms that the Evaluation Committee has drawn up to evaluate the "Women of Achievement" Program.

The Evaluation Committee would like suggestions for improvement. Please send any suggestions to Dr. Jackie McInnis, Home Economics Education, 7 Home Economics Bldg., Campus.

Enclosures: 1) Committee Evaluation
2) Program Evaluation

UTK COMMISSION FOR WOMEN
"WOMEN OF ACHIEVEMENT"
November 24, 1980

COMMITTEE EVALUATION

NAME OF COMMITTEE: _____ CHAIRMAN: _____

GENERAL RESPONSIBILITIES OF COMMITTEE _____

Directions: This is one opportunity to help improve the program for the next year. Please respond to the following questions as frankly and constructively as possible.

GOALS/OBJECTIVES

1. Was the goal for the program apparent to your committee?
2. Was the goal achieved?
3. Were the activities of your committee pertinent in attaining the goal?

COMMITTEE ACTIVITIES

1. Were the activities of your committee reasonable?
2. Was the level of group participation and delegation of responsibility to your committee satisfactory? If not, how could it have been changed?
3. Was there enough time for your committee to complete its assigned tasks?
4. What are your comments concerning the budget within which your committee worked?

OTHER

1. Was the time of year appropriate for holding the program?
2. Was the publicity effective?
 - Timing
 - Amount
 - Appearance
 - Content

Additional comments:

UTK COMMISSION FOR WOMEN
 "WOMEN OF ACHIEVEMENT"
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PROGRAM EVALUATION

Please evaluate the following aspects of the program and give to the usher before leaving.

	Poor 1	2	Average 3	4	Excellent 5	Unable to Judge
1. Need for the program						
2. Procedure for nominating						
3. Procedure for selecting recipients						
4. Pre-program publicity						
5. Physical arrangements						
Auditorium						
Reception Area						
6. Speaker - Dr. Frances Farenthold						
7. Procedure for Presentation of Awards						
8. Accomplishment of program objectives						

As a result of this program:

9. Has your awareness of the contributions of women of UTK been increased?
10. Has your awareness of the role to the commission for women been enhanced?
11. How can future programs be improved?