

## 2025 TxAHEA Conference Proposal Rubric

Reviewer		Recommended Action		Accept / Revise / Deny
Session Title		Total Score		/ 15
Aspect	3 Points	2 Points	1 Point	No Points
<b>Learning Outcomes</b>	Learning outcomes are clear and concrete and define the applicability of the content to the attendee's professional development.	Learning outcomes are addressed but lack some clarity on the applicability of the content to the attendee's professional development.	Learning outcomes are addressed but have significant weaknesses.	There are no learning outcomes, or the stated outcomes are not relevant.
<b>Importance and appropriateness of topic to assessment and/or accreditation</b>	Topic is innovative and significant.	Topic is important and appropriate.	Topic is only tangentially related to the field.	Topic is lacks importance or appropriateness.
<b>Evidence of application of theoretical models, current research, and/or best practices in the field</b>	Proposal clearly indicates a grounding in and intent to apply theory, current research, or best practices.	Proposal states specific theories, research, or best practices.	Proposal states no specific theories, research, or best practice, but is an accepted application in the field.	No indication that proposal is grounded in theory, research, or best practices.
<b>Appropriateness in terms of length, content and delivery methods</b>	The proposal is highly appropriate for the session type in terms of length content, and delivery methods.	The proposal is appropriate for the session type in terms of length content, and/or delivery methods.	The proposal is somewhat inappropriate for the session type in terms of length, content, and/or delivery methods.	The proposal is inappropriate for the session type in terms of length, content, and delivery methods.
<b>Clarity</b>		The proposal is very clear, thoughtful, and professional.	The proposal is generally clear and professional.	The proposal lacks clarity, readability, and professionalism.
<b>Formatting, Spelling, and Grammar</b>			The proposal is concise, well-organized, and grammatically correct. It follows formatting instructions and limits (within word and character range).	The proposal contains some glaring issues, contains a significant number of spelling or grammar errors so that the proposal is not readable or professional, and/or does not adhere to word limits. <i>Proposal needs to be edited for final acceptance.</i>
Comments for Submitters: (Please offer a few constructive comments on the proposal submission that can be shared with the submitter.)				
Comments for Proposals Sub-Committee Only: (Offer a few comments on the proposal submission. Comments will <b>not</b> be shared with the submitter.)				