NISTS 2024 | PROPOSAL REVIEW GUIDELINES

Directions: Reviewers, please login to the InfoReady platform to rate each of your assigned proposals. Rate each item using the questions and rubric listed below for reference. <u>Important</u>: Please use the Comments to Administrator box at the end of the review form to compile/share your specific comments and rationale for each rating.

Session Description	0 - Weak	1 - Good	2 - Excellent
Is this topic relevant and important to the transfer field? Is the background and rationale for the session thoroughly explained?	The connection to the transfer field is a stretch, suggesting the presentation might be weak.	Focuses on a well-known issue in the transfer field and suggests an adequate presentation.	Tackles a critical issue in the transfer field and suggests a high-quality presentation.

Implications and Takeaways	0 - Weak	1 - Good	2 - Excellent
Does the session promote concrete ideas, actionable strategies, or tangible resources that will be useful to attendees?	Vague/ trivial takeaways that might help some session attendees.	Straightforward/ timely takeaways that will probably help many session attendees.	Concrete/ highly valuable takeaways that will almost certainly help most session attendees.

Applicability and Scalability	0 - Weak	1 - Good	2 - Excellent
Can the presentation material be applied to other institutions/systems and contexts? Different transfer professionals or phases of the transfer process?	Very limited evidence that session material can be adapted to fit other contexts/ areas.	Sufficient evidence that session material can be adapted to fit other contexts/ areas.	Strong evidence that session material can be adapted to fit other contexts/ areas.

Outline and Engagement Strategies	0 - Weak	1 - Good	2 - Excellent
Will attendees be adequately engaged throughout the session? Will they have plenty of time to reflect, interact, or ask questions? *Please select 0 for all poster session proposals.*	Limited or no engagement strategies.	Some/ varied engagement strategies that should produce an interesting session.	Multiple/ creative engagement strategies will undoubtedly produce a lively session.

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Additional Details (Please note that the information relevant to these items may be spread across multiple parts of the proposal form.)			
● **Student perspectives and voices:** Does the proposal center the specific challenges and needs of transfer students, emphasizing their unique characteristics, backgrounds, and experiences? Does it mention that students will participate as co-presenters or that presenters will share pre-recorded student stories/testimonials or quantitative or qualitative student data?	**0** No or Weak Mention	**1** Yes but Broad or Vague	**2** Yes and Specific or Detailed
● **Collaborations and partnerships:** Does the proposal highlight the importance of working with others to facilitate transfer success? Does it mention co-presenters from other areas or institutions or discuss how the presenters fostered relationships with various stakeholders, such as faculty, administrators, or community partners?	**0** No or Weak Mention	**1** Yes but Broad or Vague	**2** Yes and Specific or Detailed
● **Evidence-informed decision-making:** Does the proposal emphasize the use of theory, research, best practices, or assessment data? Does it cite relevant sources/studies, provide in-process or final project data, or share examples of data collection methods and evaluation frameworks that can help attendees assess and improve their programs?	**0** No or Weak Mention	**1** Yes but Broad or Vague	**2** Yes and Specific or Detailed

Content Theme	**0** - No	**1** - Yes
● Does the selected content theme match the overall theme of the topic and takeaways? If not, please suggest an alternate theme designation.		

Final Recommendation	**0 -** Do Not Accept	**1** - Accept as an Alternate Format	**2 -** Accept with Revisions	**3 -** Accept as Written
● Please indicate whether/how we should include this proposal in the final conference line-up.				

Comments to Administrator:

Please explain the rationale for your ratings. Although your comments might be shared with the presenter(s), your name will remain anonymous.

Things you should mention include:
- Overall, what did you like/dislike most about the proposed session?
- Was enough information provided to gain a clear understanding of why/how the session will be useful to attendees?
- Which elements were particularly strong or weak? Why?
- If accepted, what advice would you give the presenters as they finalize their presentation?