**Self Assessment Questions for PFTs**

The evaluation specialists from the Office of Educational Innovation and Evaluation are available to work with Program Focus Teams Leaders and Teams to help develop evaluation tools and understand the evaluation process. In preparation for their time with your team, please review the following:

1. **PFT Action Plan(s)**

□ a. Do the **short-term outcomes** indicate an intended change in the participants with regard to awareness, knowledge, attitudes, skills, opinions, aspirations, or motivations?

□ b. Do the **medium-term outcomes** indicate an intended change in the participants with regard to behavior, practice, decisions, policies, or social action?

□ c. Do the **long-term outcomes** indicate an intended change in participants with regard to social, economic, civic, or environmental condition?

□ d. Do you have **evaluation** questions identified to gather evidence on each of these outcomes?

□ e. Does the **title** reflect a Program rather than a target audience or delivery mechanism?

□ f. Do you have your plan(s) in the **online** action plan/reporting system?

□ g. Have you checked the **web page** to make sure the most current action plan is posted? (If not, please contact Linda Lamb at [llamb@ksu.edu](mailto:llamb@ksu.edu) to have her update it.)

1. **Professional Development Opportunities**

□ a. Have you entered professional development opportunities in the catalog that reflect **advanced** opportunities for your team members?

□ b. Have you entered professional development opportunities in the catalog that reflect **basic** opportunities for agents not on your team?

1. **Local Action Plans**

□ Do all of the agents on your PFT have a least one local, focused action plan that is based on one of your PFT Action Plans?

**Self Assessment Questions for Agents:**

1. **Action Plans**

**Focus:**

□ a. Are your action plans localized and focused?

□ b. Is at least one of your action plans based on the work of your PFT?

**Outcomes:**

□ a. Do the **short-term outcomes** indicate an intended change in the participants with regard to awareness, knowledge, attitudes, skills, opinions, aspirations, or motivations?

□ b. Do the **medium-term outcomes** indicate an intended change in the participants with regard to behavior, practice, decisions, policies, or social action?

□ c. Do the **long-term outcomes** indicate an intended change in participants with regard to social, economic, civic, or environmental condition?

□ d. Do you have **evaluation** questions identified to gather evidence on short-term outcomes for each of your plans?

□ e. Do you have **evaluation** questions identified to gather evidence on medium-term and/or long-term outcomes for at least one of your plans?

□ f. Do the **titles** of your plans reflect a Program rather than a target audience or delivery mechanism?

□ g. Do you have your plans in the **online** action plan/reporting system?

1. **Professional Development Opportunities**

□ a. Have you identified **advanced** professional development opportunities related to your PFT work?

□ b. Have you identified professional development opportunities related to a **core competency** other than subject matter?