**Evaluation Rubrics**

**Ph.D. Prelim and Ph.D. and MS Final Examinations**

**Process and Protocol**

As a requirement of the North Central Assessment in 2009, rubrics were developed for the Ph.D. and MS final exams as well as the Ph.D. prelim exams. These rubrics were approved by the Civil Engineering faculty on 10/30/2008 for adoption. Below is the protocol for using the rubrics.

**Effective 10/15/2009, the rubric tools will be completed by each examining committee member at all Ph.D. prelim examinations, and Ph.D. and MS final examinations for Civil Engineering students.**

Protocol

1. After the request for a Ph.D. prelim, MS final, or Ph.D. final exam has been made and examination forms are returned by the graduate school, the CE Graduate Office will place a copy of the appropriate rubric form for each examining committee member with a copy of this protocol in an envelope, and send it to the student’s advisor along with the examination form and the student’s file.
2. **Each examining committee member must complete the rubric form. The completed rubrics must be placed in the provided envelope, and returned to the graduate office along with the signed examination form. Committee members who attend the examination remotely may send in their completed rubric forms separately.**
3. The Graduate School exam form will be signed by the Chair of the Graduate Committee and returned to the Graduate School only when all the rubric forms have been completed.
4. Each completed rubric form will be placed in a confidential summary folder in the CE Graduate Office. This is to develop a database of the rubric outcomes to be analyzed later to evaluate learning outcomes being achieved and those requiring attention. The rubric outcomes will be anonymous in the database.

The decision to share the responses of committee members with the student being examined will be left to the discretion of the student’s advisor and committee.

*Note: Copies of the rubrics and this protocol are available on the CE Graduate School web site at the following URL:* [*https://engineering.purdue.edu/Intranet/Groups/Schools/CE*](https://engineering.purdue.edu/Intranet/Groups/Schools/CE)