



460 Henry Mall Madison, WI 53706  
 608/262-3310 FAX:608/262-1228  
 e-mail: [bse@wisc.edu](mailto:bse@wisc.edu)  
 Web site: <http://bse.wisc.edu/>

## Supervisor's Evaluation of BSE Student Performance

1. Please have a person who has daily supervisory contact with the student complete this evaluation.
2. Please discuss this evaluation with the student. The experience is an important learning opportunity. One of the primary goals of this evaluation is to help the student grow both personally and professionally.
3. If student is receiving University course credit for their employment with your company, then receipt of this evaluation is required for student to receive a course grade.
4. Fax or mail to the attention of Debby Sumwalt. Debby is the Student Services Coordinator for the Biological Systems Engineering Department. Do not hesitate to contact Debby by phone (608-262-3310) or e-mail ([dsumwalt@wisc.edu](mailto:dsumwalt@wisc.edu)) if you have any questions.

Student: \_\_\_\_\_

Employing Organization \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor's E-mail: \_\_\_\_\_

Performance Evaluation	Exceeds Expectations	Meets Expectations	Below Expectations
<b>Attendance</b> <i>(punctuality, reliable)</i>			
<b>Productivity</b> <i>(volume, promptness)</i>			
<b>Quality of Work</b> <i>(accuracy, thoroughness, neatness)</i>			
<b>Initiative</b> <i>(self-starter, resourceful)</i>			
<b>Dependability</b> <i>(organized, trustworthy)</i>			
<b>Attitude</b> <i>(enthusiasm, curiosity, desire to learn)</i>			
<b>Interpersonal Relations</b> <i>(cooperative, courteous, friendly)</i>			
<b>Judgment</b> <i>(decision making)</i>			
<b>Overall Performance</b>			

1. Area(s) where student excels: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Area(s) where student needs to improve: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Supervisor's Evaluation of BSE Student's Academic Preparation

Please evaluate the student's academic preparation for his/her cooperative education or summer internship assignment using the ABET (Accreditation Board for Engineering and Technology – www.abet.org) outcomes and assessment criterion. Academic department chairs receive summaries of responses. Provide specific comments or observations directly below the criterion.

*EE – Exceeds Expectations    ME – Meets Expectations    BE – Below Expectations    NA – Cannot Rate*

Ability to apply knowledge of mathematics, sciences, and engineering	EE	ME	BE	NA
Ability to design and conduct experiments, analyze and interpret data	EE	ME	BE	NA
Ability to design a system, component, or process to meet desired needs	EE	ME	BE	NA
Ability to function on multi-disciplinary teams	EE	ME	BE	NA
Ability to identify, formulate and solve engineering problems	EE	ME	BE	NA
Understanding of professional and ethical responsibility	EE	ME	BE	NA
Ability to communicate effectively.....	EE	ME	BE	NA
-through interpersonal skills	EE	ME	BE	NA
-through formal presentations	EE	ME	BE	NA
-through technical writing	EE	ME	BE	NA
Broad education necessary to understand the impact of engineering solutions in a global and societal context	EE	ME	BE	NA
Knowledge of contemporary issues	EE	ME	BE	NA
Ability to use the techniques, skills, and modern engineering tools necessary for engineering practice	EE	ME	BE	NA
Recognition of the need for, and an ability to engage in life-long learning	EE	ME	BE	NA

Does it appear that this student's academic program is oriented to the particular needs of your organization?

What if any, changes would you like to see implemented in the curriculum?

Other Comments/Observations (include here any concerns student may have expressed):

This report has been discussed with the student.                       YES                       NO

Student comments: \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature verifies student review, but does not denote agreement.

Is this the student's final work term with your organization?     YES                       NO

If Yes, have you offered full-time employment after graduation?     YES                       NO

Supervisor Signature \_\_\_\_\_

Date \_\_\_\_\_