



TO: Mr. Kwanta

CC: Mr. Chayo

FROM: Dwayne Davis

DATE: August 14, 2015

SUBJECT: Mr. Kwanta's Qualification for Professional Development Stipend

As you know, professors who have worked for the university for at least one year and who have received a positive teaching evaluation may apply for financial support to attend professional development seminars and courses. Through an administered questionnaire, a professor's ratings on ten specific questions are analyzed against the overall professors' average. This analysis is used to determine a professor's qualification for financial support. If a professor receives seven or more mean ratings that are higher than the overall group averages, she/her qualifies for financial support.

The following chart shows an analysis of your 2015 class survey results:

Mr. Kwanta's Survey Responses Analysis										
Group	1	2	3	4	5	Total	Mr. K's Mean	Group Mean	Diff (+/-)	
1	2	5	10	23	19	59	3.88	3.70	0.18	
2	2	3	7	15	32	59	4.22	4.13	0.09	
3	3	2	18	20	16	59	3.75	3.85	-0.10	
4	2	2	13	21	21	59	3.97	4.03	-0.06	
5	2	2	7	28	20	59	4.05	4.02	0.03	
6	2	2	40	10	5	59	3.24	2.81	0.43	
7	2	2	11	22	22	59	4.02	3.92	0.10	
8	2	6	17	17	17	59	3.69	3.59	0.10	
9	3	2	12	24	18	59	3.88	4.32	-0.44	
10	3	2	15	24	15	59	3.78	3.52	0.26	
	<b>23</b>	<b>28</b>	<b>150</b>	<b>204</b>	<b>185</b>	<b>590</b>	<b>3.85</b>	<b>3.79</b>	<b>0.06</b>	

Note: overall means are located at bottom of mean columns and are bold

The chart shows that your overall rating average is, 3.85, while the group's average is, 3.79. Your overall average is .06 points higher than the groups average score. Additionally, highest rated group is number two with an average of, 4.22. While you lowest rated group is number six with an average of 3.24. The analysis shows that you have met or surpassed the group's average rating in seven out of the ten groups surveyed.

Based on the results gathered from this analysis and the criteria listed above, you have met the standards necessary to qualify for financial support. You are automatically approved for the financial support stipend to attend professional development seminars and courses.

Thank you,

Dwayne D. Davis