**Research Experiences for Teachers in**

**Engineering Design and Manufacturing**

**Recommendation Form**

\*This form should be completed by the applicant’s campus principal, associate principal, dean or department head.

**Overview:** The Research Experiences for Teachers Engineering Design and Manufacturing program is hosted at Lamar University (http://engineering.lamar.edu/retdesign). The program provides opportunities for high school teachers involved in STEM education to engage in Engineering Design and Manufacturing research and curriculum development. Activities will include a 6-week summer program at Lamar University and continuing collaboration throughout the following academic year. A teacher will receive $1,000/week in the summer program. A master teacher will receive $1,200/week in the summer program.

During the summer, participants will:

 engage in a research project with a faculty mentor;

 attend special topic presentations and site tours; and

 develop an instructional module to teach a topic related to their research and subject.

During the following academic year, participants will:

 implement their instructional modules in the classroom and assess learning outcomes;

 attend a 1-day workshop to present results, share materials, and evaluate the program.

This program has a challenging set of activities to engage participating teachers. We seek teachers who excel in the classroom and can serve as a positive influence on their students as they navigate the college/career planning process.

**Instructions:** Please rate the applicant’s attributes on the next page; additional comments are also welcome. The completed recommendation should be placed into a sealed envelope and enclosed together with the other application materials in a single package. The entire application package should be mailed to the address below by April 15, 2019.

Dr. Xinyu Liu

Research Experiences for Teachers in Engineering Design and Manufacturing

Department of Industrial Engineering

P.O.Box 10032

Lamar University

Beaumont, TX 77710-0032

Applicants will be notified by April 30th, 2019. If you have questions, please contact the site director, Professor Xinyu Liu (email: [xinyu.liu@lamar.edu)](mailto:xinyu.liu@lamar.edu)).

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant Information Survey | | | | | | | | | | | |
| 1 | Please write applicant’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | |
| 2 | How long have you known the applicant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | |
| 3 | How well do you know the applicant? |  | | Very Well | | Well | | Somewhat  Not Well | | Not Well | |
| 3 | Is the applicant seen as a leader among his/her peers and administrators? |  | | | | | Yes | | No | | Unsure |
| 4 | The applicant excels in the classroom. | Strongly Agree | Agree | | Neutral | | Disagree | | Strongly Disagree | | Unsure |
| 5 | The applicant is enthusiastic about teaching and the teaching profession. | Strongly Agree | Agree | | Neutral | | Disagree | | Strongly Disagree | | Unsure |
| 6 | The applicant is well-regarded by his/her campus administration. | Strongly Agree | Agree | | Neutral | | Disagree | | Strongly Disagree | | Unsure |
| 7 | The applicant is well-regarded by his/her colleagues. | Strongly Agree | Agree | | Neutral | | Disagree | | Strongly Disagree | | Unsure |
| 8 | To the best of my knowledge, the applicant plans to continue in the teaching profession for several years. |  |  | |  | | Yes | | No | | Unsure |

Any relevant comments you can add regarding the applicant will be helpful. Include your comments in the space below or through an additional page/letter:

***I certify that I completed this recommendation form as it pertains to the applicant listed above.***

\*Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Your relationship to applicant (Please circle): Principal/Dean, Associate Principal/Dean, or Department Head

\*Name and city/state of your school: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_