Committee Evaluation Form

The planning committee should complete this form after their work or activity is finished. Submit the completed form to the club secretary to keep in the official club records*.

Activity _____ **Chair** _____

Committee members _____

_____

Date of Activity _____ **Time** _____ **Location** _____

	Great	OK	Not so good
1. We did a good job of thoroughly planning the activity.			
2. We spent enough time planning the activity.			
3. All committee members followed through with their responsibilities.			
4. The date and time of the activity were convenient for most of our club members.			
5. The location was convenient for most of our club members.			
6. We started the activity on time.			
7. Our club members all participated.			
8. Our leaders and parents participated.			
9. The activity was fun and interesting for everyone.			
10. The activity provided an opportunity for learning.			
11. We ended the activity on time.			

12. Our club should do this again next year. Yes _____ No _____ Maybe _____

What should be done to improve this activity?

* Additional *Committee Evaluation Forms* may be ordered from your county Extension office (publication 4-H 0354R).

OREGON STATE UNIVERSITY EXTENSION SERVICE

Extension Service, Oregon State University, Corvallis, O.E. Smith, director. Produced and distributed in furtherance of the Acts of Congress of May 8 and June 30, 1914. Extension work is a cooperative program of Oregon State University, the U.S. Department of Agriculture, and Oregon counties. Oregon State University Extension Service offers educational programs, activities, and materials without regard to race, color, national origin, sex, or disability as required by Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973. Oregon State University Extension Service is an Equal Opportunity Employer.

4-H 0354R
July 1988