

<b>EVALUATION RUBRIC FOR ADMINISTRATIVE AND EDUCATIONAL SUPPORT UNITS</b>		
<b>ASSESSMENT PLAN</b>		
<b>ASSESSMENT PLAN</b>	<b>1: Acceptable</b>	<b>0: Not Acceptable</b>
<b>OUTCOME</b>		
<i>Describes unit's current services, processes or instruction</i>	<i>Outcome clearly states current services, processes or instruction</i>	a: Outcome is not clearly focused on current services, processes or instruction
		b: Outcome is future-focused or relates to individual employee performance
<i>Is succinctly stated</i>	<i>Describes a focused Outcome</i>	a: Describes multiple Outcomes only somewhat related
		b: Describes multiple unrelated Outcomes
<i>Is under control of unit</i>	<i>Unit has control or responsibility for Outcome</i>	a: Unit has modest control or responsibility for Outcome
		b: Unit has little or no control or responsibility for Outcome
<b>ASSESSMENT METHOD</b>		
<i>Directly measures service, process or instruction</i>	<i>All Assessment Methods directly measure Outcome</i>	a: At least one Assessment Method directly measures Outcome
		b: Assessment Methods do not effectively measure Outcome
<i>Addresses all aspects of the Outcome</i>	<i>Assessment Methods measure all aspects of Outcome</i>	a: Assessment Methods measure some, but not all aspect of the Outcome
		b: Assessment Methods do not effectively measure Outcome
<i>Multiple methods reported</i>	<i>Multiple Assessment Methods are proposed</i>	a: A single direct Assessment Method is proposed
		b: No Assessment Methods are proposed that measure the Outcome
<b>TARGET</b>		
<i>Is appropriately stated</i>	<i>Targets are clearly stated and use item analysis when appropriate</i>	a: Targets are vague or do not use item analysis if appropriate
		b: Targets are missing or not aligned with Assessment Method

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<b>DATA</b>		
<i>Are detailed and sufficient</i>	<i>Sufficient data are reported in adequate detail to assess the Outcome</i>	a: Data are reported, but more data would increase confidence in results
		b: Inadequate data were reported to assess the Outcome
<i>Are linked to Target and Assessment Method</i>	<i>Data clearly aligns with Assessment Method and Target</i>	a: Data somewhat align with Assessment Method and/or Target
		b: Data are not aligned with Assessment Method and/or Target
<b>USE OF RESULTS</b>		
<i>Address gaps identified by data</i>	<i>Unit improvements that clearly stem from Assessment Data are proposed; OR Target was met</i>	a: Vague statement of unit improvements are proposed
		b: No improvements are proposed, despite Target not being met
<i>Are stated in the past tense</i>	<i>Unit improvements are already in place; OR Target was met</i>	a: Unit improvements are scheduled for implementation
		b: Needed unit improvements have not been identified