**UIEC Report Development Rubric 2017-2018**

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|  | **3.0**  **Exemplary (Clear focus on program Improvements)** | **2.0**  **Acceptable (Meets requirements)** | **1.0**  **Incomplete or Unacceptable (Needs Attention)** |
| **5 .Results/ Findings** Are results reported clearly and with sufficient context to support meaningful decisions about program  Improvement? | Relevant contextual information is presented to support the interpretation of findings for each measure. For example, meaningful points of comparison or findings from other groups or studies are encouraged. Contextual information about the quality of methods and measures is included (Ex: sample size, sampling methods, reliability, # of judges,  logistics, pilot projects, etc.). | Results reported for at least 3 outcomes are presented clearly and succinctly.  If course in which the outcome is being measured is offered in more than one modality (online, hybrid, face to face), the measures should be comparable and results must be shown by delivery format (i.e. online and face to face) and by total (whole).  Results match the Achievement Targets.  Each outcome is appropriately linked to a finding of *met*, *not met*, *partially met.*  A temporary Alternative Acceptable (AA) status may be assigned when no results are available if a University approved remedy is described in the Results section*.* | Findings are missing, confusing, or are not consistent with outcomes and measures. |
| **Action Plans**: Propose and update implementat ion status of action plans that your program will implement to support improvement efforts | The Action Plan proposes concrete and documentable improvements in instructional or administrative processes.  Plans are not confined to peripheral issues like adjustments in measures or targets.  Plans address issues beyond analysis and discussion.  Action plans include clear, concrete & specific proposals for program improvement. | ●An acceptable action plan is presented for every unmet outcome.  ●Action plans are also encouraged to address issues associated with outcomes that have been met but are the object of continuing improvement efforts.  ●All Action Plans must be linked to an Outcome.  Implementation status of each action plan is updated yearly as prompted in the **Description** area of the **Action Plan Tracking** section.  ●Implementation status (Ex, planned, in progress, finished).  ●Action plan description. Be specific about plans for implementing improvements.  ●Feasible completion date  ●The person or group responsible for implementation.  ●Budgetary needs  **Action Plans from prior years**  ●**Active Action Plans** (Planned, In-progress) – Status should change yearly or explanation should be provided in **Implementation Detail** area of **Action Plan Tracking** section  ●**Inactive Action Plans** (Finished, On-hold, Terminated) The following questions should be answered in the **Notes** area of the **Action Plan Tracking** section.   1. How was the action plan tied to your assessment efforts? (Why did you propose the plan?) 2. Specifically, what improvements were actually implemented in your effort to achieve the desired effect? If plan was interrupted (i.e., terminated or put on hold), Why?) 3. Was the plan successful; what evidence was used to determine success?   See the WEAVE homepage for access to a view of these questions that can be copied and pasted into the **Implementation Detail** area of the  **Action Plan Tracking** section. | ●Required action plans are missing, incomplete or confusing.  ●No acceptable action plan has been proposed, updated or implemented during the current or prior cycle (i.e., can’t go more than 2 years without active action plan). |

Rules for Scoring Reports (Report scores combine scores from the planning and report rubric) Exemplary................................Four of five scores are Exemplary; none are belowAcceptable

Acceptable...............................All scores are Acceptable or above. Incomplete or Unacceptable....One or more scores are below Acceptable.

Restart…………………………..Report is incomplete or unacceptable for more two or more consecutive years.