

Following completion of rubric below, provide brief summary in this box for reporting purposes. Indicate if this is a formative or summative review. Indicate both strengths and areas for improvement. If divisions/units fail to provide any input, their plan will be evaluated with “No effort (0)”.

	<b>Missing</b>	<b>Does not Meet Standard</b>	<b>Meets Standard</b> All boxes must be checked	<b>Exceeds Standard – in addition to Meets Standard</b>	<b>Recommendations</b>
Mission or Purpose	<input type="checkbox"/> None	<input type="checkbox"/> Statement does not clearly describe the area’s purpose	<input type="checkbox"/> Clearly states broad aspects of the area’s function and <input type="checkbox"/> Aligned with university mission	<input type="checkbox"/> Includes purpose, primary functions, activities, and stakeholders <input type="checkbox"/> Differentiates from missions of other units or divisions <input type="checkbox"/> Expands on the university mission	
Objectives	<input type="checkbox"/> None	<input type="checkbox"/> Not aligned with mission or <input type="checkbox"/> Not measureable	<input type="checkbox"/> Aligned with mission and <input type="checkbox"/> Clearly measureable	<input type="checkbox"/> Includes operational initiatives that resulted from previous assessments <input type="checkbox"/> Responsive to new information or changing environment	
Measures	<input type="checkbox"/> None	<input type="checkbox"/> Does not fit the objective or <input type="checkbox"/> Does not describe data collection process	<input type="checkbox"/> Content to be assessed fits objectives and <input type="checkbox"/> Data collection process is briefly described	<input type="checkbox"/> Designed to promote improvement <input type="checkbox"/> Clearly articulated rationale described <input type="checkbox"/> Designed to identify areas for improvement	
Targets	<input type="checkbox"/> None	<input type="checkbox"/> Not quantifiable or <input type="checkbox"/> Does not reflect improvement or <input type="checkbox"/> Does not reflect maintenance of achieved objective	<input type="checkbox"/> Is quantifiable and <input type="checkbox"/> Reflects program improvement or <input type="checkbox"/> Reflects maintenance of achieved objective	<input type="checkbox"/> Reflects significant change/program improvement	
Findings	<input type="checkbox"/> None	<input type="checkbox"/> Not aligned with measure <input type="checkbox"/> Finding status not indicated <input type="checkbox"/> Description (results) missing	<input type="checkbox"/> Findings entered for each measure and <input type="checkbox"/> Status of finding indicated and clearly described and <input type="checkbox"/> Appropriate evidence is presented	<input type="checkbox"/> Multiple periods of data are available <input type="checkbox"/> Trends or patterns over time are discussed <input type="checkbox"/> Dissemination of results to appropriate stakeholders has been completed	
Actions Plans/Use of Results	<input type="checkbox"/> None	<input type="checkbox"/> Does not align with objective <input type="checkbox"/> Does not describe intended improvements	<input type="checkbox"/> Action plan is developed from findings and aligned with objective and <input type="checkbox"/> Clearly describes intended improvements	<input type="checkbox"/> Responsibilities for actions are assigned <input type="checkbox"/> Target implementation date for action(s) is stated <input type="checkbox"/> Implemented and planned changes are described and are linked to assessment data, or if no changes are reported, an explanation is provided	