

		<b>Administrative Unit Assessment Rubric</b>			Overall Status:	
		Project / Academic Year:				
		Date Reviewed:      Reviewer:				
	<b><u>Non-Compliant</u></b>	<b><u>Compliant</u></b>	<b><u>Exemplary</u></b>	<b><u>Notes</u></b>		
<b>Mission Statement</b>	Missing statement or statement does not clearly describe who the unit serves	Mission statement clearly states who the unit serves and its primary functions	Mission statement clearly states who the unit serves, its primary functions, and is aligned with the university mission			
<b>Goals</b>	Goals are missing or do not align with university strategic plan	Goals align to the university strategic plan and can be measured through yearly outcomes	Goals align to university and divisional strategic plans and can be measured multiple ways through yearly outcomes			
<b>Outcomes</b>	Outcomes are missing or do not contribute to goals or are not measurable	All outcomes are clearly linked to the goals of the university and are measurable	All outcomes are clearly linked to the goals of the division and university and can be assessed using more than one measure			
<b>Measures</b>	Measures and/or targets are missing or do not describe an adequate data collection process for the stated outcome	At least 1 measure and target is linked to each outcome and measure clearly describes how the data is to be collected	More than 1 measure and target is linked to each outcome and clearly describes the rationale for multiple measures			
<b>Findings</b>	Findings are missing or do not include a brief summary	All findings are entered and status indicates the target was met, not met, or partially met	All findings are entered with a full analysis of how this data relates to trends, stakeholders, and/or strategic plan			
<b>Analysis</b>	Analysis is missing or does not adequately describe the results of the findings	Analysis adequately describes the findings	Comprehensive analysis that describes the results and how results relate to future strategic initiatives			
<b>Seeking Improvement (Required for 8.2c)</b>	Evidence for seeking improvement is not provided.	Evidence for seeking improvement is provided. Outcomes that are no longer supported need to indicate they are ending.	Evidence for seeking improvement is clearly provided and multiple strategies have been identified			