

Student Equity Program Update Evaluation Rubric

Program: _____

Evaluator: _____

	[1] Unacceptable	[2] Needs Improvement	[3] Meets Expectations
Overall			
Timeliness	No program update submitted	Program update submitted after the deadline	Program update submitted on time
Completeness	Program update is >50% incomplete	Program update has missing information in some areas	Program update complete for all equity activities
Participants Data			
Participant Lists	No participant list submitted	Participant list incomplete	Participant list complete
Participants Served	No information on participants served included OR actual participants served is >20% less than planned	Actual participants served is <20% less than planned	Number of actual participants served is equal or greater to planned participants served
Participant Demographics	Participant demographics are not included	Participant demographics do not match target populations	Participants served match target demographics
Outcomes Data			
Indicators	No indicators identified OR the indicators identified are not aligned with program activities/goals AND are not specific or measurable	Indicators require some revisions to be measurable and observable	Indicators are measurable and observable AND are aligned with the program activities/goals
How measured?	Not all indicators have associated measures	Methodology is questionable OR methodology is vaguely described/may not be developed yet	At least one measure/measurement approach per indicator AND described with sufficient detail
Data	No data or narrative provided	Data or narrative provided is incomplete OR data is not clearly aligned with the corresponding indicator	Provides complete, concise and appropriate data (or narrative) in alignment with the corresponding indicator

Notes:
