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| **Report Rubric** | | | | | | | |
| **Criteria** | **Exemplary** | **Acceptable** | **Developing** | **Feedback** | | | |
| **LO1** | **LO2** | **LO3\*** | **LO4\*** |
| **Findings** | • A complete, concise, and well-organized summary of the percentage of students and the Level of Proficiency achieved is provided. | • A complete and organized summary of the percentage of students and the Level of Proficiency achieved is provided  . | • The Findings are incomplete OR do not clearly align with the Target. |  |  |  |  |
| **Summary and Analysis** | • Analysis of the Findings by program faculty includes solid evidence that the Target was met or not met.  • Analysis of the Findings references supporting documentation. • Elaborates on specific findings used to make program improvements.  • Makes a clear connection between finding(s) and action plan(s).  • Provides thorough status update of previous and/or ongoing action plan(s) | • Analysis of the Findings by program faculty address whether the Target was met or not met  • Identifies finding(s) used to make program improvements.  • Changes/improvements made to program relate to finding(s).  • Refers to previous and/or ongoing action plan(s). | • The Analysis of the Findings is not included OR the Analysis of the Findings is unclear about whether the Target was met or not met.  • Failure to identify finding(s) used to make program improvements.  • Does not refer to previous and/or ongoing action plan(s). |  |  |  |  |
| **Action Plan** | • Action plans clearly follow from assessment results and directly state which finding(s) was used to develop the plan  • Identifies an area that needs to be monitored, remediated or enhanced and defines logical next steps  • Plan is detailed and identifies completion dates & Person(s) responsible | • Reflects with sufficient depth on what was learned during the assessment cycle.  • Actions plans follow from assessment results. | • No changes are provided OR changes provided lack thoughtful interpretation or “next steps” for program improvement. |  |  |  |  |
| **TOTAL SCORE** | | | | **LO 1** | **LO 2** | **LO 3** | **LO 4** |
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**\*\*Additional Feedback:**