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| --- | --- | --- | --- | --- |
| **Rubric for UARM Extra-Curricular Programs Assessment**  **Program or Unit: Date:** | | | | |
| **Table 1: Planning phase** | **Satisfactory** | **Unsatisfactory** | **Comments/Notes** |
| Target group or purpose for this program/activity is clearly defined |  |  |  |
| Budget items are specified |  |  |
| Promotional materials were used appropriately and submitted to HLC resource file |  |  |
| **Table 2: Reporting on Participation & Engagement** | **Satisfactory** | **Unsatisfactory** | **Comments/Notes** |
| Report estimates average participation rates by activity/event/sport |  |  |  |
| **Table 3: Overall Success & Action Plan** | **Satisfactory** | **Unsatisfactory** | **Comments/Notes** |
| Program assessment conclusions are clear and interpreted in sufficient depth citing evidence or observations |  |  |  |
| Report quantifies participant feedback information for events |  |  |
| Report identifies decisions based on the evidence, and, if appropriate, potential actions to be taken for changes and/or improvements to the program |  |  |  |
| Report identifies a timeline for program changes and responsible person(s) for follow-up actions |  |  |
| **Reviewer Feedback** | | | | |
|  | | | | |