Graduate School

Education Department

**Competency Evaluation Rubric**

(Each level builds on the previous level of mastery) Name of Participant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Competency:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **5 Exceptional** | **4 Proficient** | **3 Satisfactory** | **2 Emerging** | **1 Unsatisfactory** | |  |
| Organization | Organization is logical and self-explanatory; includes table of contents aligned with IDP/LLP; web-based presentation. | Organization is logical and self-explanatory; includes table of contents aligned with IDP/LLP. Electronic presentation. | Organization is logical and self-explanatory; includes table of contents aligned with IDP/LLP. | Organization is somewhat logical and self-explanatory; no table of contents; partial alignment with IDP/LLP | Organization is confusing and not self-explanatory; no table of contents; not aligned with IDP/LLP. | |  |
| Artifacts | Substantial multifaceted; evidence of long-term engagement; recent; contribution identified. | Substantial multifaceted; demonstrates long-term engagement; recent; contribution identified. | Substantial; demonstrates growth over time; recent (within 5 yrs.); contribution identified. | Not substantial; demonstrates some growth over time; older than 5 yrs.; contribution unclear. | Not substantial; demonstrates no growth; older than 5 yrs.; contribution unclear. | |  |
| Evaluations | Expert, external & internal evaluation; 360 evaluation; specific and detailed connection to competency skills, knowledge, and attitudes. | Evidence of carefully planned evaluation & assessment; formative & summative feedback; specific connection to competency. | Feedback from supervisor, people influenced; peer evaluations; formative feedback; connected to competency. | Feedback from people influenced; formative feedback; partial connection to competency. | Limited evidence of evaluation or feedback; no direct connection to competency. | |  |
| Reflection Paper | Score of 46-50 | Score of 36-45 | Score of 26-35 | Score of 16-25 | Score of 0-15 | |  |
| Contribution to LLG (Leadership & Learning Group) | Evidence of instruction & mentoring contribution to LLG reflected in minutes. | Evidence of repeated learning contribution to LLG reflected in minutes. | Documented learning contribution to LLG reflected in minutes. | Some evidence learning contribution to LLG. | No evidence of learning contribution to LLG. | |  |
| This scoring guide (rubric) is a tool to assist you in evaluating your own and your peer's work. Use one scoring guide (rubric) for each reflection paper you are evaluating. Mark the achieved level of mastery for each row. Share your comments with the participant. | | | | | | Total Score (out of 50 possible) |  |

Minimum Mastery Level Expected:

MA -all competencies at satisfactory level

EdS - at least two at the proficiency level, the rest at the satisfactory level

EdD/PhD - at least one competency should be at the exceptional level, three at the proficiency level, and the rest at the satisfactory level

***Competency Evaluation Rubric***

*Approved by the Education Department on March 16, 2021*