

University of Louisville Division of Student Affairs - Student Staff Learning Outcome Rubric

SLO: As a result of working as an undergraduate student assistant, students will be dependable, organized, efficient, precise, and conscientious with all responsibilities.

	4 – Exemplary	3 – Competent	2 – Developing	1 – Beginning
Dependability INITIAL SCORE: _____ INTERIM SCORE: _____ ANNUAL SCORE: _____	* Student is often early for work. * Student consistently notifies in advance if they will be absent.	* Student is consistently on time for work. * Student usually notifies in advance if they will be absent.	* Student is sometimes on time for work. * Student sometimes notifies in advance if they will be absent.	* Student is often not on time for work or misses assigned work shifts regularly. * Student does not notify in advance if they will be absent.
Organization INITIAL SCORE: _____ INTERIM SCORE: _____ ANNUAL SCORE: _____	* Student is organized with all of their tasks and in their workspace. * Student consistently completes preparations accurately for assigned tasks. * Student regularly completes work/projects ahead of schedule and in time to respond to issues.	* Student is organized with most of their tasks and in their workspace. * Student frequently completes preparations accurately for assigned tasks. * Student consistently completes work/projects on time.	* Student is organized with some of their tasks and in their workspace. * Student sometimes completes preparations accurately for assigned tasks. * Student usually completes work/projects on time.	* Student is disorganized with their tasks and in their workspace. * Student rarely has completed preparations accurately for assigned tasks. * Student is often late with work/projects.
Efficiency INITIAL SCORE: _____ INTERIM SCORE: _____ ANNUAL SCORE: _____	* Student regularly performs tasks in an organized and capable way. * Student consistently achieves the desired result of the task/assignment with the minimum use of resources, time, and effort.	* Student usually performs tasks in an organized and capable way. * Student usually achieves the desired result of the task/assignment with the minimum use of resources, time, and effort.	* Student sometimes performs tasks in an organized and capable way. * Student sometimes achieves the desired result of the task/assignment with the minimum use of resources, time, and effort.	* Student rarely performs tasks in an organized and capable way. * Student rarely achieves the desired result of the task/assignment with the minimum use of resources, time, and effort.
Precision INITIAL SCORE: _____ INTERIM SCORE: _____ ANNUAL SCORE: _____	* Student is consistently precise , notes errors, and makes corrections.	* Student is usually precise and avoids errors in their assigned tasks.	* Student is sometimes precise with a minimum of errors in their assigned tasks.	* Student is typically imprecise and makes frequent errors in their assigned tasks.
Conscientiousness INITIAL SCORE: _____ INTERIM SCORE: _____ ANNUAL SCORE: _____	* Student shows great care, attention, thought, depth , and industriousness in carrying out their responsibilities . * Shows great interest and respect in working with others, regularly offers assistance and welcomes input.	* Student shows great care, attention, thought, depth , and industriousness in carrying out tasks and roles. * Shows consistent interest in working with others and acts in a respectful manner	* Student shows some care, attention, thought, depth , and industriousness in carrying out tasks and roles. * Shows some interest in working with others.	* Student shows little care, attention, thought, depth , or industriousness in carrying out tasks and roles. * Indifferent or disinterested in working with others.
Critical thinking INITIAL SCORE: _____ INTERIM SCORE: _____ ANNUAL SCORE: _____	* Student consistently considers other perspectives "outside the box" and beyond their role. * Student consistently makes logical and relevant suggestions on how to be more efficient and can articulate how the process can be improved.	* Student at times considers other perspectives "outside the box" and beyond their role. * Student is able to consistently make logical and relevant suggestions on how to be more efficient.	* Student consistently focuses on their specific role. * Student sometimes tries to make suggestions on how to be more efficient but is often not logical or relevant .	* Student has difficulty focusing on their specific role. * Student does not make suggestions on how to be more efficient.

Submit scores online at: <http://louisville.edu/student/form/studentemployeelearningoutcome>

Student Name: _____ ID# _____

Comments:

INITIAL evaluator initials: _____

INTERIM evaluator initials: _____

ANNUAL evaluator initials: _____

Additional Comments

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Improvement Plan

Dependability	
Organization	
Efficiency	
Precision	
Conscientiousness	
Critical Thinking	