

Assessment Rubric for BAC Instructional Grants

(rubric provided on next page)

Criteria Assessed with Weighted Percentages for Assessment

1. Program Statement

- a) **Description of the course (20%)** – Description of the course and student learning outcomes
- b) **Need for Development / Future Implications (20%)** – Need for the course
- c) **Explanation for support (20%)** – Why the development of this course requires university support. This might include collaboration with other faculty, collaboration with community members, significant experiential components, materials and supplies, etc.
- d) **Methodology (15%)** – Process for developing course
- e) **Timeline (10%)** – Anticipated timeline for the proposed work. Should detail how the work will be completed over the grant period

2. Budget Narrative (15%) – Itemized budget; justification of expenses

Additional considerations may include – 1) first time applicant, 2) direct costs such as funds needed for equipment, travel, and supplies, 3) pre-tenure/promotion, and 4) history of meeting objectives if previously funded.

	Does Not Meet Requirements (0)	Approaches Requirements (1)	Meets Requirements (2)	Exceeds Requirements (3)	Score
Description of the course (20%)	No description of the course or SLOs	Insufficient description of the course or SLOs	Sufficient description of the course and SLOs	Compelling description of the course and SLOs	
Need for Development / Future Implications (20%)	No rationale for need and significance of the course; No future implications included	Insufficient rationale for need and significance of the course: Brief description of future implications	Sufficient rationale for need and significance of the course; complete description of future implications	Compelling rationale for need and significance of the course; compelling case for future implications	
Explanation for Support (20%)	No explanation for support	Insufficient explanation for support	Sufficient explanation for support	Compelling explanation for support	
Methodology (15%)	No explanation of process included	Brief explanation of process	Complete explanation of process	Complete and comprehensive explanation of process	
Timeline (10%)	No timeline included	Timeline is incomplete or unreasonable	Timeline is complete and reasonable	Timeline is complete, reasonable, and thorough	
Itemized Budget and Narrative (15%)	No itemized budget or justification for expenditures	Vaguely addressed itemized budget or justification for expenditures	Complete itemized budget; Major expenditures include basic justification	Complete itemized budget; Thoroughly addressed each expenditure with clear justification; direct costs versus stipends	
Priority Considerations					
Final Score					

Additional Comments: