EDUCATIONAL PLANNING AND ENROLLMENT MANAGEMENT COMMITTEE

Rubric for Overarching Needs 2014

Category☐ Emphasis☐	0 Not important	1 Important	2 Very important
Student Success/Persistence/Retention/Completion (5x)			
Program/Department Achievement (3x)			
Accreditation/Academic Standard (1x)			
TOTAL SCORE			

Directions:
A form created in Google Drive allowed committee members to show the value of each Overarching Needs request according to categories and levels of emphasis as determined by the committee.

A link to the form was emailed to each committee member. Members were required to sign in but could use an alias if they wished to remain anonymous. Committee members were asked to:

1. Read the request that appeared above the voting chart.
2. Determine the EMPHASIS (not important, important, or very important) of the request in terms Student Success/Persistence/Retention/Completion. Click the radio button that represents the EMPHASIS of the request.
3. Determine the EMPHASIS (not important, important, or very important) of the request in terms Program/Department Achievement. Click the radio button that represents the EMPHASIS of the request.
4. Determine the EMPHASIS (not important, important, or very important) of the request in terms Accreditation/Academic Standard. Click the radio button that represents the EMPHASIS of the request.

Once members expressed their values for each request, they sent their answers in. Google Drive tabulated the raw values for each request.

When all of the "votes" had been received, columns of scores were totaled. There were three columns per request: Student Success, Achievement, and Accreditation. The column totals were multiplied by the category multiplier; that is, the column total for Student Success was multiplied by 5, the column total for Achievement was multiplied by 3, the column total for Accreditation was multiplied by 1. Then those three new subtotals were added together for a total value for the request.

The total value for each request was transferred to a table listing all of the requests. The request list was then sorted from highest value to lowest value per request. The requests were then numbered (1, 2, 3, etc.) according to their total values. The prioritized list was then sent for inclusion in SCC Prioritization.

SAMPLE

Request: Increase security, safety and emergency preparedness of the HEC, NC to include: police/security personnel, surveillance cameras, alarms and panic buttons, as well as, training on managing emergencies. (HEC, NC AS)

	Not important (0)	Important (1)	Very important (2)
Student Success/ Persistence/ Retention/ Completion (5)	X	X	X
Program/ Department Achievement (3)	X	X	X
Accreditation/ Academic Standard (1)	X	X	X