

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) EVALUATION RUBRIC

2021-22 FISCAL YEAR

CATEGORY (WEIGHT)	EXCELLENT (3 points)	GOOD (2 points)	POOR (1 point)	SCORE
PROGRAM DESCRIPTION (20%)	Program description clearly explains the required activity for which funding is being requested and is “essential to a quality educational program” for the program in question. If travel is involved, it clearly and elaborately describes why travel is necessary for the success of the activity and why the specific location was chosen.	Program description explains the required activity for which funding is being requested. If travel is involved, it briefly describes why travel is necessary for the success of the activity and why the location was chosen.	Program description doesn’t explain the required activity for which funding is being requested. If travel is involved, it does not specify why travel is necessary for the success of the activity or why the specific location was chosen.	
STUDENT IMPACT QUALITY (35%)	Significant direct student impact on students enrolled in the course, includes a proportion of required activity on the part of the enrolled students, and activity requires deep engagement from the enrolled students. Is important and essential to the program.	Meaningful direct student impact on students enrolled in the course, includes some required activity on the part of the enrolled students, and some engagement is required for the activity from the enrolled students. Is important but not essential to the program.	Little or no significant direct student impact on students enrolled in the course, little or no required activity on the part of the enrolled students, and little or no engagement is required for the activity from the enrolled students. Supplements but is neither important nor essential to the program.	
OVERALL PROGRAM INTEGRATION (15%)	Program is well integrated into the academic unit; demonstrates a clear connection to university mission and goals as expressed in the strategic plan, has varied and meaningful resource contributions from other sources, and staffing formulas indicate high student engagement.	Program is somewhat integrated into the academic unit; demonstrates connection to university mission and goals as expressed in the strategic plan there are resource contributions from other sources, and staffing formulas are not mass lecture or lecture/discussion sections.	Program is minimally integrated into the academic unit; no clear connection to university mission and goals as expressed in the strategic plan there are minimal resource contributions from other sources, and staffing formulas are typical of non-activity course offerings.	
BUDGET (5%)	Requested budget items are clear, amounts are correctly calculated and estimates are reasonable relative to stated expenses.	Requested budget items are explained, amounts have few or no calculation errors and estimates may be excessive for stated expenses.	Requested budget items are unclear, with visible calculation errors, and estimates are very unreasonable for stated expenses.	
BROADER IMPACT (25%)	Significant direct and indirect impact on the campus community, other students, external communities and/or other stakeholders and individuals. The number of students directly and indirectly impacted is large.	Some direct and indirect impact on the campus community, other students, external communities and/or other stakeholders and individuals. The number of students directly and indirectly impacted is modest.	Little or no direct and indirect impact on the campus community, other students, external communities and/or other stakeholders and individuals. The number of students directly and indirectly impacted is small.	