

International Center for Supplemental Instruction
Accreditation Rubric
10 Week Quarter

Category 1: Attendance and Grade Comparison Data

Submission Materials	Level One: Improvement Needed	Level Two: Meets Some Standards	Level Three: Meets Standards	Level Four: Exceeds Standards	Level Five: Regularly Exceeds Standards
Data from the last three terms. Data should be from all courses, including DFW and GPA comparison, and attendance information.	At least an average of 15% of the enrolled students are attending 1 or more SI session(s) Demonstrates overall positive results (higher GPA/lower DFW) of SI or a trend toward positive results through DFW and GPA comparisons	At least an average of 25% of enrolled students are attending 1 or more SI session(s) Demonstrates overall positive results (higher GPA/lower DFW) of SI or a trend toward positive results through DFW and GPA comparisons	At least an average of 35% of enrolled students are attending 1 or more SI session(s) Demonstrates overall positive results (higher GPA/lower DFW) of SI or a trend toward positive results through DFW and GPA comparisons	At least an average of 50% of enrolled students are attending 1 or more SI session(s) Demonstrates overall positive results (higher GPA/lower DFW) of SI or a trend toward positive results through DFW and GPA comparisons	At least an average of 60% of enrolled students are attending 1 or more SI session(s) Demonstrates overall positive results (higher GPA/lower DFW) of SI or a trend toward positive results through DFW and GPA comparisons

Category 2: SI Leader Class Attendance and Faculty Support

Submission Materials	Level One: Improvement Needed	Level Two: Meets Some Standards	Level Three: Meets Standards	Level Four: Exceeds Standards	Level Five: Regularly Exceeds Standards
Letters of support of SI from 3 separate faculty members, including information regarding class attendance	Leader is attending a minimum of 50% of the lectures	Leader is attending a 51%-60% of Lectures	Leader is attending 61%-75% of lectures	Leader is attending 76%-100% of lectures	Leader is attending 100% of lectures

International Center for Supplemental Instruction
Accreditation Rubric
10 Week Quarter

Category 3: Observations

Submission Materials	Level One: Improvement Needed	Level Two: Meets Some Standards	Level Three: Meets Standards	Level Four: Exceeds Standards	Level Five: Regularly Exceeds Standards
Observation schedule from the most recent term and 3 observations from 5 different Leaders.	Two or more observations of all Leaders are conducted throughout the semester.	Three to four observations of all Leaders are conducted throughout the semester.	Four or more observations of all Leaders are conducted throughout the semester.	Five or more observations of all Leaders are conducted throughout the semester.	Six or more observations of all Leaders are conducted throughout the semester.
	No evidence of feedback exchange.	Constructive feedback is provided by the observer in the observation sheet. As evidenced by observation sheets, Leaders are attempting to use facilitation techniques, collaborative learning techniques, and learning strategies throughout the session.	Constructive feedback is provided by the observer and leader improvement is evidenced in observation sheets provided. As evidenced by observation sheets, Leaders are effectively using facilitation techniques, collaborative learning techniques, and learning strategies throughout the session.	Constructive feedback is provided by the observer and leader improvement is evidenced in observation sheets provided. As evidenced by observation sheets, Leaders are effectively using facilitation techniques, collaborative learning techniques, and learning strategies throughout the session. In-person discussion of session feedback is discussed at various times throughout the semester New and returning leaders are required to observe at least one peer.	Constructive feedback is provided by the observer and leader improvement is evidenced in observation sheets provided. As evidenced by observation sheets, Leaders are effectively using facilitation techniques, collaborative learning techniques, and learning strategies throughout the session. In-person discussion of session feedback is discussed after every session. New and returning leaders are required to observe multiple peers.

International Center for Supplemental Instruction
Accreditation Rubric
10 Week Quarter

Category 4: Pre-Service Training

Submission Materials	Level One: Improvement Needed	Level Two: Meets Some Standards	Level Three: Meets Standards	Level Four: Exceeds Standards	Level Five: Regularly Exceeds Standards
Pre-service training agenda(s) from the most recent term.	Training includes new and returning Leaders but is not required.	Training is required for new Leaders but is optional for returning Leaders.	Training is required for all Leaders.	Training is required for all Leaders.	Training is required for all Leaders.
	Leaders are exposed to facilitation strategies and learning strategies.	Leaders have an opportunity during training to practice facilitation techniques and learning strategies Mock session is demonstrated.	Leaders have multiple opportunities throughout training to practice facilitation techniques and learning strategies	Leaders frequently observe and/or have opportunities throughout training to practice facilitation techniques, collaborative learning techniques, and learning strategies.	Leaders both observe and practice applying facilitation techniques, collaborative learning techniques, and learning strategies in every element of training.
			Mock session is demonstrated.	Mock session is demonstrated.	Mock session is demonstrated.
			Leaders plan a mock activity.	Leaders plan an entire mock session and facilitate at least one mock activity. Additional training elements are provided for those in program leadership (SI Mentors, Senior leaders, etc.)	Leaders plan and facilitate an entire mock session. Additional training elements are provided for those in program leadership (SI Mentors, Senior leaders, etc.)

International Center for Supplemental Instruction
Accreditation Rubric
10 Week Quarter

Category 5: On-going Professional Development

Submission Materials	Level One: Improvement Needed	Level Two: Meets Some Standards	Level Three: Meets Standards	Level Four: Exceeds Standards	Level Five: Regularly Exceeds Standards
On-going training meeting agendas from the most recent semester	Two or less hours of required professional development distributed throughout the semester and offers opportunities to troubleshoot issues and brainstorm new ideas with other Leaders.	Three to four hours of required professional development distributed throughout the semester and offers opportunities to troubleshoot issues and brainstorm new ideas with other Leaders. Learning strategies are reviewed or introduced.	Five or more hours of required professional development distributed throughout the semester and offers opportunities to troubleshoot issues and brainstorm new ideas with other Leaders. Learning strategies are reviewed and demonstrated.	Five or more hours of required professional development distributed throughout the semester and offers opportunities to troubleshoot issues and brainstorm new ideas with other Leaders. Learning strategies are reviewed and demonstrated. Campus partners provide training to assist Leaders in their ability to offer resources to their students.	Five or more hours of required professional development distributed throughout the semester and offers opportunities to troubleshoot issues and brainstorm new ideas with other Leaders. Learning strategies are reviewed and demonstrated. Campus partners provide training to assist Leaders in their ability to offer resources to their students. Provide opportunities for professional growth beyond the scope of the Leader role (interview skills, effective networking, communication styles, conflict resolution, work/life balance, etc.).

International Center for Supplemental Instruction
Accreditation Rubric
10 Week Quarter

Category 6: Planning

Submission Materials	Level One: Improvement Needed	Level Two: Meets Some Standards	Level Three: Meets Standards	Level Four: Exceeds Standards	Level Five: Regularly Exceeds Standards
Blank planning form and 3 plans from 5 different Leaders from most recent term.	<p>All session plans include activities for opening the session, middle of session, and closing the session.</p> <p>All session plans include evidence of the same/similar learning strategies and collaborative learning techniques in use.</p>	<p>All session plans include activities for opening the session, middle of session, and closing the session.</p> <p>All session plans include evidence of a variety of collaborative learning techniques and learning strategies.</p>	<p>All session plans include activities for opening the session, middle of session, and closing the session.</p> <p>All session plans include evidence of a variety of collaborative learning techniques and learning strategies.</p> <p>All session plans predict timing while allowing for flexibility.</p>	<p>All session plans include activities for opening the session, middle of session, and closing the session.</p> <p>All session plans include evidence of a variety of collaborative learning techniques and learning strategies.</p> <p>All session plans predict timing while allowing for flexibility.</p> <p>Each activity includes a learning objective and supplemental materials (worked-out problems, completed matrices, completed concept map, etc.).</p>	<p>All session plans include activities for opening the session, middle of session, and closing the session.</p> <p>All session plans include evidence of a variety of collaborative learning techniques and learning strategies.</p> <p>All session plans predict timing while allowing for flexibility.</p> <p>Each activity includes a learning objective and supplemental materials (worked-out problems, completed matrices, completed concept map, etc.).</p> <p>All plans include checking for understanding questions and resources (slide or page numbers).</p>