



# Faculty Outstanding Awards Rubric

**Nominee Name**

Trait		3	2	1	0	Points Earned*	Comments
<b>Campus-wide Impact</b>	Recognized as a leader with contributions to successful programs or campus-wide activities. Form provides more than one specific example.	Successfully participated in the completion of a major effort. Form provides an example demonstrating the tangible result(s).	Form provides some information about the faculty's <u>occasional</u> contribution to Mt.SAC but is lacking examples.	Form does not address or lacks the qualifications requested.			
<b>Student Learning/ Instructional Activities</b>	Exceptional commitment to student learning and/or innovative instructional activities. Form provides multiple specific examples are provided.	Clearly demonstrated commitment to student learning or innovative instructional activities. Form provides an example.	Commitment to student learning or innovative instructional activities is noted, but form is lacking examples.	Form does not address or lacks the qualifications requested.			
<b>Student Success</b>	Led or coordinated student activities or efforts to improve student success. Form provides more than one specific example.	Direct involvement with student activities or efforts to improve student success. Form provides an example.	Noted support for student activities or efforts to improve student success. Form is lacking examples.	Form does not address or lacks the qualifications requested.			
<b>Uniqueness</b>	Form provides multiple specific examples of special achievements or significant contributions that demonstrate uncommon accomplishments.	Form provides a single example of special achievement or significant contribution that demonstrates uncommon accomplishments.	Evidence of special achievement or significant contribution, but form is lacking examples.	Form does not address or lacks the qualifications requested.			
<b>Other</b>	Outstanding in an area otherwise not addressed. Form provides more than one specific example.	Significant accomplishment in an area otherwise not addressed. Form provides an example.	Successful in an area otherwise not addressed. Form is lacking examples.	Form does not address or lacks the qualifications requested.			
<b>Comments</b>					<b>Total Points</b>	0	
					<b>Possible Points</b>		
					<b>Score</b>	0.00%	



Faculty- Part-Time

Nominee Name \_\_\_\_\_

Outstanding Awards Rubric

Trait	3	2	1	0	Points Earned*	Comments
<b>Contribution to Mt SAC or department</b>	Significant contributions to department or campus-wide activities. Form provides more than one specific example.	Successfully participated in the completion of a major effort. Form provides an example demonstrating the tangible result(s).	Form provides some information about the faculty's <u>occasional</u> contribution to Mt.SAC but is lacking examples.	Form does not address or lacks the qualifications requested.		
<b>Student Learning/ Instructional Activities</b>	Exceptional commitment to student learning and/or innovative instructional activities. Form provides multiple specific examples.	Clearly demonstrated commitment to student learning or innovative instructional activities. Form provides an example is provided.	Commitment to student learning or innovative instructional activities is noted, but form is lacking examples.	Form does not address or lacks the qualifications requested.		
<b>Student Success</b>	Led or coordinated student activities or efforts to improve student success. Form provides more than one specific example.	Direct involvement with student activities or efforts to improve student success. Form provides an example.	Noted support for student activities or efforts to improve student success. Form is lacking examples.	Form does not address or lacks the qualifications requested.		
<b>Uniqueness</b>	Form provides multiple specific examples of special achievements or significant contributions that demonstrate uncommon accomplishments.	Form provides single example of special achievement or significant contribution that demonstrates uncommon accomplishments.	Evidence of special achievement or significant contribution, but form is lacking examples.	Form does not address or lacks the qualifications requested.		
<b>Other</b>	Outstanding in an area otherwise not addressed. Form provides more than one specific example.	Significant accomplishment in an area otherwise not addressed. Form provides an example.	Successful in an area otherwise not addressed. Form is lacking examples.	Form does not address or lacks the qualifications requested.		
<b>Comments</b>					<b>Total Points</b> 0 <b>Possible Points</b> <b>Score</b> 0.00%	



# Administrator/Manager

Nominee Name

## Outstanding Awards Rubric

Trait	3	2	1	0	Points Earned*	Comments
<b>Campus-Wide Impact</b>	Administrator/Manager is recognized as a leader with contributions to several successful District programs. Form provides more than one specific example.	Administrator/Manager successfully participated in the completion of a major district effort. Form provides an example demonstrating the tangible result(s).	Nomination Form provides some information about the administrator's occasional contribution to Mt.SAC. Form is lacking examples.	Form does not address or lacks the qualifications requested.		
<b>Community Groups/Support Student Success Outside the Classroom</b>	Demonstrated contribution and committed involvement with state, national, or community groups or activities to support student success outside the classroom. Form provides more than one specific example.	Active participation in recognized state, national, or community groups or activities to support student success outside the classroom. Form provides an example.	Has worked on an as-needed basis with state, national, or community groups or activities that support student success outside the classroom. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Leadership and Conflict Resolution</b>	The Administrator/Manager consistently applies effective leadership and conflict resolution skill sets with faculty, staff, managers, and students. Form provides more than one specific example.	The Administrator/Manager sometimes applies effective leadership and conflict resolution skill sets with faculty, staff, managers and students. Form provides an example.	The Administrator/Manager has attempted to apply effective leadership and conflict resolution skill sets with faculty, staff, managers and students. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Communication</b>	The Administrator/Manager consistently conveys information in a clear and unambiguous manner. Form provides more than one specific example.	The Administrator/Manager sometimes conveys information in a clear manner. Form provides an example.	The Administrator/Manager has attempted to convey information in a clear manner. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Support of Student Success</b>	Administrator/Manager has consistently lead/endorsed multiple successful student support initiatives that advocate for students. Form provides more than one specific example.	Administrator/Manager has sometimes lead/endorsed multiple student support initiatives that advocate for students and are successful. Form provides an example.	Administrator/Manager has attempted to lead/endorse multiple student support initiatives that advocate for students. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Other</b>	Outstanding in an area otherwise not addressed. Form provides more than one specific example.	Significant accomplishment in an area otherwise not addressed. Form provides an example.	Successful in an area otherwise not addressed. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Comments</b>					0	
					<b>0.00%</b>	



Classified

Nominee Name

Outstanding Awards Rubric

Trait	3	2	1	0	Points Earned*	Comments
<b>Professionalism; Exemplary/ Outstanding Job Performance</b>	Reflects highest standard of job performance; exemplifies professionalism in all areas. Form provides more than one specific example.	Reflects a professional manner and performs job duties with skill and accuracy. Form provides an example.	Puts forth an effort to reflect professional manner. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Knowledge and Commitment to Mt. SAC Mission</b>	Demonstrates knowledge of Mt. SAC Mission and incorporates into all aspects of workplace. Form provides more than one specific example.	Demonstrates knowledge of Mt.SAC Mission and incorporates into some aspects of direct duties. Form provides an example.	Demonstrates knowledge of Mt.SAC Mission and incorporates into one or two aspects of direct duties. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Service to Students and Community</b>	Is known as a leader in service to students and the community. Form provides more than one specific example.	Supports on a regular basis functions that provide service to students/community. Form provides an example.	Supports functions on campus for that support students. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Commitment to Educational Growth and Professional Development</b>	Demonstrates a commitment to educational growth and professional development; enrolled in higher education courses. Form provides more than one specific example.	Demonstrates a commitment to educational growth and professional development; Attends/supports workshops; supports colleagues in their growth. Form provides an example.	Demonstrates support of educational growth and professional development; Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Innovative Accomplishments; Other Contributions</b>	Outstanding in an area otherwise not addressed. Form provides more than one specific example.	Significant accomplishment in an area otherwise not addressed. Form provides an example.	Successful in an area otherwise not addressed. Form is lacking examples.	Form does not address or lacks the qualifications requested		
<b>Comments</b>				<b>Total Points Possible Points Score</b>	0 0.00%	