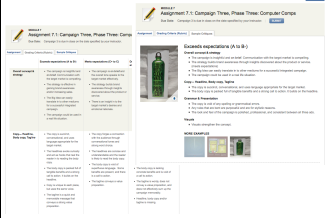
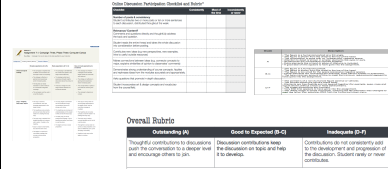

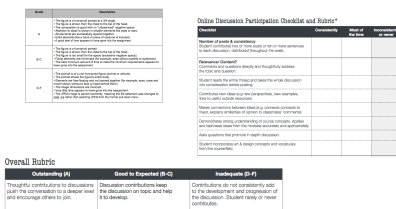


Types of rubrics in online courses

	Where do they live?	What do they look like?	What is the process? Who vets them?	What are they? Who uses them?
Formal rubrics & sample critiques	In the rubric and sample critique tab (behind a high-stakes assignment)		FYRI process, including: <ul style="list-style-type: none"> Partial build contracts for rubric writers Norming sessions Approval: <ul style="list-style-type: none"> Department director approval Faculty Development approval 	<ul style="list-style-type: none"> Include First Year Rubric Initiative rubrics Attached to high-stakes assignments Usually 3 columns Used by: <ul style="list-style-type: none"> All online and onsite instructors in all sections of a course are required to use formal rubrics
Semi-formal rubrics	In the rubric tab , or as pdfs attached to assignments or module pages		Process: <ul style="list-style-type: none"> Created as part of the course writing process Approval: <ul style="list-style-type: none"> Department director approval (through standard approval of module content) Faculty Development rubric review* required 	<ul style="list-style-type: none"> Rubrics that are built into an OL course Sample critiques may also be included If sample critiques are included, and the assignment is high-stakes, the rubric should go through the FYRI process Used by: <ul style="list-style-type: none"> All OL instructors of that course OS instructors** if requested by their Director
Semi-formal sample critiques	Usually as pdfs attached to assignments or module pages		Process: <ul style="list-style-type: none"> Created as part of the course writing process Approval: <ul style="list-style-type: none"> Department director approval (through standard approval of module content) NO Faculty Developer review required 	<ul style="list-style-type: none"> Sample student work, sometimes with annotations Used by: <ul style="list-style-type: none"> All OL instructors of that course OS instructors** if requested by their Director
Informal rubrics	As attachments to discussion posts , most often		Process: <ul style="list-style-type: none"> Created by instructors as teaching tools for their own individual use Approval: <ul style="list-style-type: none"> Department director review suggested NO Faculty Developer review required 	<ul style="list-style-type: none"> Formats vary Faculty Development is available, but not required to work with instructors on informal rubrics Used by: <ul style="list-style-type: none"> Individual instructors at their own discretion

What is a Faculty Development rubric review*?

Faculty developers check for the following:

- Wording is clear
- Rubric distinguishes between work that exceeds, meets, and does not meet expectations
- Little to no judgment language (e.g. “Excellent use of...” “Average quality...”) is used in the descriptors. See [Common Pitfalls](#).
- “Meets expectations” column includes statements of how the work DOES meet expectations, **not** how it falls short
- “Does not meet expectations” descriptors are descriptive and objective, **not** insulting
- Descriptors are **not** repeated verbatim in separate columns
- Descriptors focus on qualities of the observable work (**not** on, e.g., the student’s *effort* or *motivation*)
- Language echoes that of the formal rubric, if a formal rubric is in place

FAQs:

Can a Director require their onsite faculty to use semi-formal rubrics that have been published in the LMS?**

Yes. To have them published for onsite sections of a course in the LMS, contact Cyber campus. Or the department can provide pdf/word versions of the rubric to onsite instructors.

What is the exact process for Faculty Development to review a semi formal rubric?

The ID, CE or course writer sends the rubric to nhaugnes@academyart.edu and vspang@academyart.edu.

Natasha or Vanessa checks the rubric against the checklist above.

If there are revisions to be made, Natasha or Vanessa work with the course writer to finalize the rubric.

Natasha or Vanessa sends the finalized, reviewed rubric back to the ID or CE, ccing the writer and the department.

How is the semi-formal rubric review process different from the formal, First Year Rubric Initiative process?

For a formal rubric, FD checks the initial draft of the rubric against the checklist above, then holds a norming session to test the rubric and also (usually) to generate sample critiques for publication in the LMS. (See [FYRI FAQs](#) for more info on these exceptions.) Semi formal rubrics are not normed and do not include sample critiques.

Why does Faculty Development need to review semi-formal rubrics? How can they know if a rubric is usable or not if they are not content experts?

Faculty Developers have done a tremendous amount of rubric research at the AAU and have determined some baseline rubric qualities that improve consistency of grading practices and avoid grade inflation. A director/instructor’s content expertise + a Faculty Developer’s rubric expertise = strong rubrics.

An instructor has submitted “grading criteria” for an assignment that is not in grid format but looks like it could be a rubric. Does the CE/ID need to get Fac Dev to review this?

Technically, no. Faculty Development does not have to review criteria that are not in a grid, though FD is always available to do so if the CE/ID deems it important. IDs and CEs are free to share the checklist above with course writers.