

LO Collaboration, Teamwork, and Leadership (CTL) Rubric

Approved by Academic Senate, April 13, 2021

Description: Essential to our university experience, leadership and collaboration skills are vital for student's engagement in diverse workspaces and communities. Students work in teams on classroom assignments, service-learning projects, student organizations, and with co-curricular activities to build collaboration, teamwork, and leadership skills.

Criteria	4	3	2	1
<p>Social skills <i>Skills used to communicate and interact with others.</i></p> <p>Examples: Responsive; supportive; adaptable; open to diverse perspectives; self-aware; actively listens, clearly communicates ideas (verbally and non-verbally); manages tension within the team; demonstrates cultural/gender/identity competence (avoids micro-aggressions, uses bias-free, anti-racist language).</p>	Consistent application of appropriate social skills.	Adequate application of appropriate social skills.	Some application of appropriate social skills.	Little to no application of appropriate social skills.
<p>Accountability <i>Accepts responsibility and contributes to the team goals.</i></p> <p>Examples: Prepares for meetings and completes agreed upon tasks, responds in a timely manner, supports team success.</p>	Strong evidence of accountability.	Adequate evidence of accountability.	Some evidence of accountability.	Little to no evidence of accountability.
<p>Collaborative Team Process <i>Uses collective processes and strategies to move toward team goals.</i></p> <p>Examples: Identifies team roles and tasks in an ethical, equitable and responsible manner; brainstorms, uses participatory decision making, motivates; reflects on process and improves as needed.</p>	Strong evidence of collaborative processes.	Adequate evidence of collaborative processes.	Some evidence of collaborative processes.	Little to no evidence of collaborative processes.
<p>Leadership <i>Facilitates the work and advancement of the team through the use of leadership strategies and principles.</i></p> <p>Examples: Takes and delegates responsibility; demonstrates situational awareness; provides direction and support as needed; fosters inclusivity; recognizes others' achievements and growth.</p>	Effective use of leadership strategies.	Adequate use of leadership strategies.	Some use leadership strategies.	Little to no use of leadership strategies.