

Student Employee of the Semester Award - Rubric

Criteria	Exceeds Expectations (3)	Successful (2)	Limited (1)	Blank or Off Topic (0)
<p><b>1) Quality of work:</b></p> <p>Defined: high grade; superiority; excellence</p> <p>Criteria (For Example):</p> <ul style="list-style-type: none"> <li>• Attention to detail</li> <li>• Accuracy</li> <li>• On-time delivery</li> </ul>	<p>Nominator provided specific and measurable examples of student's quality of work, which exceeded the scope of the student employee's position.</p>	<p>Nominator provided specific examples of student's quality of work, however, the example provided did not fulfill all of the criteria.</p>	<p>Nominator provided limited information and description of student's quality of work. Specific examples were vague and immeasurable.</p>	<p>No example provided, or example provided is off-topic.</p>
<p><b>2) Professionalism:</b></p> <p>Defined: professional character, spirit or methods</p> <p>Criteria (For Example):</p> <ul style="list-style-type: none"> <li>• Business demeanor</li> <li>• Communication Skills</li> </ul>	<p>Nominator provided specific and measurable examples of professionalism, which exceeded the scope of the student employee's position.</p>	<p>Nominator provided specific examples of student's professionalism, however, the example provided did not fulfill all of the criteria.</p>	<p>Nominator provided limited information and description of student's professionalism. Specific examples were vague and immeasurable.</p>	<p>No example provided, or example provided is off-topic.</p>

Student Employee of the Semester Award - Rubric

Criteria	Exceeds Expectations (3)	Successful (2)	Limited (1)	Blank or Off Topic (0)
<p><b>3) Initiative:</b></p> <p>Defined: readiness and ability in initiating and leading action</p> <p>Criteria (For Example):</p> <ul style="list-style-type: none"> <li>• Leadership</li> <li>• Creative Ideas</li> </ul>	<p>Nominator provided specific and measurable examples of student's initiative, which exceeded the scope of the student employee's position.</p>	<p>Nominator provided specific examples of student's initiative, however, the example provided did not fulfill all of the criteria.</p>	<p>Nominator provided limited information and description of student's initiative. Specific examples were vague and immeasurable.</p>	<p>No example provided, or example provided is off-topic.</p>
<p><b>4) Customer service (internal and/or external)</b></p> <p>Definition: Assistance provided to the people who use services</p> <p>Criteria (For Example):</p> <ul style="list-style-type: none"> <li>• Willingness to assist</li> <li>• Attitude in assistance</li> </ul>	<p>Nominator provided specific and measurable examples of student's customer service, which exceeded the scope of the student employee's position.</p>	<p>Nominator provided specific examples of student's customer service, however, the example provided did not fulfill all of the criteria.</p>	<p>Nominator provided limited information and description of student's customer service. Specific examples were vague and immeasurable.</p>	<p>No example provided, or example provided is off-topic.</p>

Student Employee of the Semester Award - Rubric

Criteria	Exceeds Expectations (3)	Successful (2)	Limited (1)	Blank or Off Topic (0)
<p><b>5) Reliability and accountability:</b></p> <p>Definition: The ability to be relied on or depended on, as for accuracy, honesty, or achievement</p> <p>Criteria (For Example):</p> <ul style="list-style-type: none"> <li>• On-time (work, meetings, etc.)</li> <li>• Team attitude</li> <li>• Accepts and corrects mistakes</li> </ul>	<p>Nominator provided specific and measurable examples of student's reliability and accountability, which exceeded the scope of the student employee's position.</p>	<p>Nominator provided specific examples of student's reliability/accountability, however, the example provided did not fulfill all of the criteria.</p>	<p>Nominator provided limited information and description of student's reliability and accountability. Specific examples were vague and immeasurable.</p>	<p>No example provided, or example provided is off-topic.</p>
<p><b>6) Uniqueness of contribution</b></p> <p>Definition: having no like or equal; unparalleled; incomparable</p> <p>Criteria (For Example):</p> <ul style="list-style-type: none"> <li>• Adaptability</li> <li>• Special skills utilized</li> </ul>	<p>Nominator provided specific and measurable examples of student's uniqueness of contribution, which exceeded the scope of the student employee's position.</p>	<p>Nominator provided specific examples of student's uniqueness of contribution, however, the example provided did not fulfill all of the criteria.</p>	<p>Nominator provided limited information and description of student's uniqueness of contribution. Specific examples were vague and immeasurable.</p>	<p>No example provided, or example provided is off-topic.</p>