



Merit Award Decision Rubric

The purpose of the Merit Award is to provide individual employees, or a team of employees, recognition for exemplary innovative work. LSC's program is designed to encourage work that supports the current college priorities and strategic directions. This rubric is designed to be used by President Council members in the review and decision-making process to ensure consistent application of the college's Merit Award criteria.

Name of Project: _____

Participants: _____

Criteria	Excellent Max = 5	Acceptable Max = 3	Needs revision or is a minor contribution	Score
Evidence of measureable outcomes	Outcomes are clear, relevant and measurable.	Outcomes may be less clear or are qualitative rather than quantitative, thus success will be more nebulous.	Outcomes are not evident or are not measurable. Measures may be missing completely.	
Impetus for project driven by employee	Project created and developed through employee creativity	Project suggested by supervisor but championed by employee voluntarily.	It is system driven, and the project is assigned by the supervisor.	
Connection to college priorities or strategic directions	There is a direct connection to college priorities and MnSCU measures	Connection is to either college priorities or MnSCU measures.	Project does not connect to either college priorities or MnSCU measures.	
Overall value added to the college	Project impact crosses units and brings diverse groups together	Project impacts on one unit but different departments within the unit	Project impact is on a single department or individual	
Degree of difficulty and assistance available or used from outside sources	Project has not been done before, or there is little expertise to consult and no system support available.	Project is new to LSC, and there is some expertise available for consultation and guidance on implementation	There is system support, guidance and direction for implementation. May have been system driven.	

Monetary Value assigned to the project \$ _____

(9 - 13 = 50% Award Max, 14 - 19 = 75% Award Max, 20 - 25 = 100% Award Max)

President's Cabinet Member _____