

## Self-Assessment Toolkit

Campus Substance Misuse Prevention Rubric				
	Exceeding	Meeting	Approaching	Needs Improvement
<b>Compliance</b>	<ul style="list-style-type: none"> <li>▪ Demonstrates full comprehension of DFSCA policies, requirements &amp; objectives</li> <li>▪ Successfully conducted Biennial Review</li> <li>▪ Annual Program notice distributed in clear &amp; routine system</li> <li>▪ Covers current scope of work, provides suggestions for growth</li> <li>▪ Networks with other departments for prevention</li> <li>▪ Existing campus coalition with clear roles, objectives &amp; mission</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates comprehension of DFSCA policies, requirements &amp; objectives</li> <li>▪ Completed the Biennial Review</li> <li>▪ Annual Program notice distributed and recorded</li> <li>▪ Covers current scope of work</li> <li>▪ Networks with a few departments /areas on campus</li> <li>▪ Campus coalition exists, needs room for improvement</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates partial comprehension of DFSCA policies, requirements &amp; objectives</li> <li>▪ Annual Program notice distributed, various record types</li> <li>▪ Attempted to conduct Biennial Review</li> <li>▪ Partially covers scope of work</li> <li>▪ Previous networking has been done</li> <li>▪ No campus coalition formed</li> </ul>	<ul style="list-style-type: none"> <li>▪ Lacking comprehension of DFSCA policies, requirements &amp; objectives</li> <li>▪ Has not completed the Biennial Review Process</li> <li>▪ Annual Program notification has not been sent or recorded</li> <li>▪ Limited data on current scope of work</li> <li>▪ No evidence of networking exists</li> <li>▪ Unknown if campus coalition exists</li> </ul>
<b>Assessment</b>	<ul style="list-style-type: none"> <li>▪ Demonstrates full knowledge of current evaluation methods</li> <li>▪ Actively participates in state survey (IACSUB)</li> <li>▪ Actively participates in state AOD prevention survey/NCHA/College Alcohol Survey or similar instrument</li> <li>▪ Frequently compiles data into reports for departmental evaluations</li> <li>▪ Frequently provides analysis on scope of work, clear path for future work</li> <li>▪ Frequently utilizes data to provide foundation for program planning</li> <li>▪ Frequently aligns work with departmental/campus mission and goals</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates knowledge of current evaluation methods</li> <li>▪ Participates in state survey (IACSUB)</li> <li>▪ Participates in state AOD prevention survey/NCHA/College Alcohol Survey or similar instrument</li> <li>▪ Compiles data into reports for departmental evaluations</li> <li>▪ Provides analysis on scope of work</li> <li>▪ Utilizes data to provide foundation for program planning</li> <li>▪ Aligns work with departmental/campus mission and goals</li> <li>▪ Has strategies to collaborate</li> <li>▪ Identifies assessment as important tool for prevention</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates partial knowledge of current evaluation methods (if any)</li> <li>▪ Previously participated in state survey (IACSUB)</li> <li>▪ Previously participated in NCHA/College Alcohol Survey/similar instrument</li> <li>▪ Attempts to compile data into reports for departmental evaluations</li> <li>▪ Attempts to provide analysis on scope of work</li> <li>▪ Attempts to utilize data to provide foundation for program planning</li> <li>▪ Attempts to align work with departmental/campus mission and goals</li> <li>▪ Limited strategies to collaborate</li> <li>▪ Attempts to use assessment as important tool for prevention</li> </ul>	<ul style="list-style-type: none"> <li>▪ Lacks full knowledge of current evaluation methods</li> <li>▪ Does not participate in state survey (IACSUB)</li> <li>▪ Does not participate in NCHA/College Alcohol Survey/similar instrument</li> <li>▪ Does not compile data into reports for departmental evaluations</li> <li>▪ Does not provide analysis on scope of work</li> <li>▪ Does not utilize data to provide foundation for program planning</li> <li>▪ Does not align work with departmental/campus mission and goals</li> <li>▪ No current strategies to collaborate</li> <li>▪ Does not use assessment as a tool for prevention</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Frequently uses strategies to collaborate</li> <li>▪ Identifies and actively uses assessment as an important tool for prevention</li> </ul>			
<b>Program Planning</b>	<ul style="list-style-type: none"> <li>▪ Demonstrates full comprehension of department/campus program goals</li> <li>▪ Successfully created a program plan for prevention</li> <li>▪ Utilizes evidence-based practice for selecting all program /intervention types</li> <li>▪ Outlines clear expectations, evaluation methods, goals</li> <li>▪ Frequently collaborates with other departments for prevention outreach</li> <li>▪ Aligns and strategically implements program planning with existing data from past and/or ongoing assessment</li> <li>▪ Frequently revises and adapts programs as necessary</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates comprehension of department/campus program goals</li> <li>▪ Program plan in place for prevention</li> <li>▪ Utilizes evidence-based practice for selecting most program /intervention types</li> <li>▪ Outlines basic expectations, goals, mission</li> <li>▪ Collaborates with other departments for prevention outreach</li> <li>▪ Aligns program planning with existing data from current or ongoing assessment</li> <li>▪ Revises and adapts programs as necessary</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates some comprehension of department/campus program goals</li> <li>▪ Partial program plan in place</li> <li>▪ Attempts to utilize evidence-based practice for selecting program /intervention types</li> <li>▪ Identifies potential expectations and mission</li> <li>▪ Attempts to collaborate with other departments for prevention outreach</li> <li>▪ Attempts to align program planning with existing data from assessment</li> <li>▪ Attempts to revise/adapt programs as necessary</li> </ul>	<ul style="list-style-type: none"> <li>▪ Does not demonstrate comprehension of department/campus program goals</li> <li>▪ No program plan in place</li> <li>▪ Does not utilize evidence-based practice for selecting program /intervention types</li> <li>▪ Has limited or no expectations/goals</li> <li>▪ Does not collaborate with other departments for prevention outreach</li> <li>▪ Does not align program planning with existing data from assessment</li> <li>▪ Does not revise/adapt programs</li> </ul>
<b>Capacity</b>	<ul style="list-style-type: none"> <li>▪ Frequently demonstrates comprehension of department/campus program goals</li> <li>▪ Successfully created/works on campus coalition for prevention</li> <li>▪ Utilizes peer reviewed, high efficacy, evidence-based practice for selecting program/ intervention types</li> <li>▪ Utilizes evidence-based practice for selecting program/intervention types</li> <li>▪ Utilizes existing data as baseline for planning</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates comprehension of department/campus program goals</li> <li>▪ Created/works on campus coalition for prevention</li> <li>▪ Two of the following three are used: <ul style="list-style-type: none"> <li>○ Utilizes peer reviewed, high efficacy, evidence-based practice for selecting program/ intervention types</li> <li>○ Utilizes evidence-based practice for</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates some comprehension of department/campus program goals</li> <li>▪ May work or is considering working on campus coalition for prevention</li> <li>▪ One of the following three are used: <ul style="list-style-type: none"> <li>○ Utilizes peer reviewed, high efficacy, evidence-based practice for selecting program/ intervention types</li> <li>○ Utilizes evidence-based practice for</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Minimal or no demonstrated comprehension of department/campus program goals</li> <li>▪ No coalition developed</li> <li>▪ Minimal or no utilization of existing data for planning</li> <li>▪ No clear guidelines for coalition members</li> <li>▪ Does not collaborate with other departments for program/ strategy implementation</li> <li>▪ Does not identify members to relevant roles in coalition or coalition only has one member</li> <li>▪ Irregular (once or twice a year) or no coalition meetings</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Outlines clear expectations, roles, mission for coalition members</li> <li>▪ Frequently collaborates with other departments for program/ strategy implementation</li> <li>▪ Strategically aligns member roles to backgrounds, relevant causes</li> <li>▪ Holds frequent coalition meetings (monthly or semi-monthly)</li> </ul>	<p>selecting program/intervention types</p> <ul style="list-style-type: none"> <li>○ Utilizes existing data as baseline for planning</li> </ul> <ul style="list-style-type: none"> <li>▪ Outlines basic roles of members, mission for coalition, goals</li> <li>▪ Collaborates with other departments for program/ strategy implementation</li> <li>▪ Identifies members to relevant roles in coalition</li> <li>▪ Holds regular coalition meetings (a few times a semester)</li> </ul>	<p>selecting program/intervention types</p> <ul style="list-style-type: none"> <li>○ Utilizes existing data as baseline for planning</li> </ul> <ul style="list-style-type: none"> <li>▪ Lacks clear mission and goals for coalition</li> <li>▪ Attempts to collaborate with other departments for program/ strategy implementation</li> <li>▪ Attempts to identify members to relevant roles in coalition</li> <li>▪ Holds semi-regular coalition meetings (once a semester)</li> </ul>	
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