

**Collaborative Work Rubric
STAR Leadership Program**

| | Master | Proficient | Developing | Novice | | |
|---|--|---|--|--|---|-----|
| | 4 | 3 | 2 | 1 | 0 | N/A |
| Motivates and Collaborates | Engages team members in ways that facilitate their contributions both by constructively building upon or synthesizing the contributions of others as well as noticing when someone is not participating and inviting them to engage. | Engages team members in ways that facilitate their contributions by constructively building upon or synthesizing the contributions of others. | Engages team members in ways that facilitate their contributions by restating the views of other team members and/or asking questions for clarification. | Engages team members by taking turns and listening to others without interrupting. | | |
| Follows Through on Tasks | Completes assigned tasks by deadline; work accomplished is thorough, comprehensive, and advances the project. Proactively helps other team members complete their assigned tasks to a similar level of excellence. | Completes assigned tasks by deadline; work accomplished is thorough, comprehensive, and advances the project. | Completes assigned tasks by deadline; work accomplished advances the project. | Completes assigned tasks by deadline. | | |
| Builds/Supports a Constructive Team Climate | Supports a constructive team climate by doing the following most of the time: <ul style="list-style-type: none"> • Treats team members respectfully by being polite and constructive in communication. • Uses positive vocal or written tone, facial expressions, and/or body language to convey a positive attitude about the team and its work. • Motivates teammates by expressing confidence about the importance of the task and the team's ability to accomplish it • Provides assistance and/or encouragement to team members | Supports a constructive team climate by doing any three of the attributes of a master most of the time. | Supports a constructive team climate by doing any two of the attributes of a master most of the time. | Supports a constructive team climate by doing any one of the attributes of a master most of the time. | | |
| Responds to Conflict | Addresses destructive conflict directly and constructively, helping to manage/resolve it in a way that strengthens overall team cohesiveness and future effectiveness. | Identifies and acknowledges conflict and stays engaged with it. | Redirecting focus toward common ground, toward task at hand (and away from conflict). | Passively accepts or rejects alternate viewpoints/ideas/opinions. | | |

Last Edited: June 2015

Definitions: 0 means does not meet novice definition; N/A means not enough information to evaluate

Rubrics were developed by minimally modifying the AAC&U VALUE Rubrics (Finley and Rhodes 2013, Rhodes 2010, Sullivan 2015)