Subject Matter Expert (SME) Deliverable Review Rubric
Name of Document being reviewed: <u>Student Success Toolkit –</u> <u>SD Technical Institute's Retention Plan and LATI Retention Plan</u> Reviewer: <u>Terri Cordrey</u>   Date Review Completed: <u>8/13/2018</u> Signature of Reviewer: *Teresa L Cordrey* Reviewer Background: (title, credentials, special qualifications) <u>M.Ed. Curriculum and Instruction, TAA Grant Manager for Rounds 1, 2, 3, and 4</u>

	Each section is scored on a 5 point scale as follows: 5=Strongly Agree; 4=Agree; 3=Neither agree nor disagree; 2=Disagree: 1=Strongly disagree or NA=not applicable	SCORE

Design & Organization		
Content	Document is long enough to present needed information, not too wordy or incomplete.	5
Organization	Clear introduction and conclusion, information flows smoothly, written in logical order; easy to follow.	5
Format	Professional, style is consistent throughout, attractive layout.	4

Lake Area Technical Institute TAACCCT Round #4 Transforming Education for Advanced Manufacturing (TEAM SD)
Subject Matter Expert (SME) Review Rubric

Mechanics	Vocabulary, spelling, grammar, sentence structure, and punctuation are correct.	5
References	References are cited where appropriate and needed.	NA
Comments	The four SD technical institutes collaborated in Round 1 of the TAACCCT grant to produce a Student Success Toolkit. This toolkit continues to evolve. LATI follows the Retention Strategies for SD Technical Institutes, as well as developing their own Retention Plan.	

Technical Accuracy		
Technical Accuracy	Information presented is technically accurate for the profession/industry.	5
Current Practices	Information presented is up-to-date and reflects current industry and professional practices.	5
Relevant Material	Information is relevant to the industry and contributes to the knowledge base of the profession.	5
Comments	This is a good resource for others who may just be starting to develop retention strategies. The strategies are scalable.	

Other Comments: