

Student-Staff Partnerships (SSP) Project Submission Rubric

	Successfully addressed	Partially addressed	Not sufficiently addressed
SCOPE & MOTIVATION			
Motivation	Clearly articulates the need or challenge this partnership project seeks to address as well as how students, staff or wider UQ community will benefit from this project.	Could more clearly articulate the need or challenge this project seeks to address, or specify how the UQ community will benefit from this project.	Does not address a need or challenge, or specify how the UQ community will benefit from this project.
Innovation	Proposes the creation of resources or support networks that do <u>not</u> already exist at UQ.	Insufficient detail to determine if the resources or support networks already exist at UQ.	Proposes the creation of resources or support networks that already exist at UQ.
Scope	Details how the scope of this project can be achieved in relation to the designated project round timeframe, team size and level of student engagement.	Insufficient detail to determine if the scope is appropriate for the project round timeframe and team structure.	Project scope seems inappropriate for the project round timeframe, team structure and requirements of the SSP program.
Flexibility	Project appears sufficiently flexible to enable all partners (students and staff) to contribute their perspectives to the project design and outcomes	Project appears somewhat well-defined, or there may be insufficient detail to determine whether all partners have opportunity to provide input and influence the project design and outcomes.	Project appears very well-defined and partners may have limited opportunity to contribute to project design and outcomes.
PARTNERSHIP ETHOS			
SSP Ethos	Clearly aligns with the partnership ethos, premised upon mutual learning, accountability and shared responsibility (i.e. not task delegation). The project seeks to engage students and staff in the process of cocreation, codelivery and collaborative effort. Students and staff are valued as colleagues and equal partners.	Could more clearly articulate how the project is a collaborative effort premised upon the partnership ethos of mutual learning, accountability, and shared responsibility for all partners.	Does not sufficiently address how the project aligns with the partnership ethos of mutual learning, accountability, and shared responsibility. Little or no articulation of how the project seeks to engage students and staff in the process of cocreation, codelivery or collaborative effort. Students and staff may have limited opportunity to collaborate as colleagues and equal partners.
Need for partnership	Clearly articulates why it is important to address the need or challenge in partnership. Specifies the need for diverse perspectives to achieve desired project outcomes, and how both student and staff perspectives are critical.	Could more clearly articulate why both student and staff perspectives are critical. Limited evidence of why it important to address this need or challenge in partnership.	Does not sufficiently articulate why both student and staff perspectives are critical, and why it is important to address this need or challenge in partnership.

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Program requirements:

In addition to addressing the Project Selection Criteria, your submission must also meet the following SSP program requirements:

- ✓ **Project streams:** The project aligns to one of the SSP Project streams: (1) Governance and Strategy, (2) Student Experience, and/or (3) Teaching and Learning.
- ✓ **Outcomes:** The project must not primarily focus on research outcomes. [Research Experience Programs](#) may be more suitable for research focussed projects.
- ✓ **Team Structure:**
 - **Team Size:** 2-3 student partners (maximum 4) and 1-2 staff partners per partnership project is recommended. The maximum team size is 8 partners (4 students, 4 staff). In larger teams, effective collaboration and communication can be challenging.
 - **Project Partners:** Ideally there should be no greater number of staff than student partners engaged in the project, to alleviate a potential power imbalance.
 - **Engagement Level:** Student partners commence at the same engagement level (grant level) to prevent a hierarchy within the team. If a student's availability changes during the project, the level of engagement may be adjusted accordingly.
- ✓ **Project instigators:**
 - Both UQ students and UQ staff can submit a project idea, and collaborative student-staff submissions are encouraged.
 - For student instigators, at least one staff partner must be included in your submission. The SSP Team can help connect you with potential staff partners if needed.
 - As a project instigator, you will be responsible for submitting the project idea and selecting the student partner applicants for your project.