Spring 2016 Workshops

The Office of Assessment and Evaluation is sponsoring several workshops for faculty and graduate students on topics related to assessment planning, survey and rubric development, and conducting focus groups. These workshops are designed for those with limited or no previous experience.

In addition to these university-wide offerings, professionals in the Office are available to come to departments or other groups for seminars, workshops, discussions, or hands-on assistance.

To register for any of these sessions, enroll through the NLI system (https://app.nli.tlos.vt.edu/registration/all_courses/); filter on “led by [instructor last name]”

**Title:** Academic Program Assessment: Planning, Measuring, Analyzing, Reporting, and Closing the Loop

**Led by:** Bethany Bodo (bbodo@vt.edu)

**Description:** This session provides a brief introduction to the complete continuous improvement process for an academic program that results from developing a manageable and effective assessment plan. From beginning (develop mission statement, student learning outcomes, curriculum mapping) to middle (assessment methods, achievement targets, analyzing results) to end (action planning, closing the loop, reporting findings), and back again, all components of the assessment process will be covered. NOTE: This is a condensed version of the 3-part series offered last spring.

**Maximum enrollment:** 15

**Dates:**
- Wednesday, March 23rd, Noon – 2:00 p.m. Hillcrest Hall, Honors Conference Room
- Tuesday, April 19th, 9:00 – 11:00 a.m. GLC, Room B

**Title:** Developing Effective Surveys

**Led by:** Steve Culver (sculver@vt.edu)

**Description:** This session is a discussion of survey design as a process, with tips to enhance the quality of the process, the instrument, and the data.

**Maximum enrollment:** 25

**Date:** Thursday, March 17th, 2:00 – 3:00 p.m. GLC, Room B

**Title:** Using Focus Groups to Collect Qualitative Information

**Led by:** Molly Hall (mrhall@vt.edu)

**Description:** This session will “focus” on designing and selecting the focus group, developing appropriate questions, and beginning analysis of the data.

**Maximum enrollment:** 25

**Date:** Thursday, March 3rd, Noon to 1:00 p.m. GLC, Room B

**Title:** Developing Student Learning and Program Outcomes

**Led by:** Jaime Williams (jaimew@vt.edu)

**Description:** This session will cover best practices when developing student learning and program outcomes for assessment purposes. The session will include a 30 minute presentation and then allow time for participants to develop outcomes specific to their own needs.

**Maximum enrollment:** 20

**Dates:**
- Tuesday, March 15th, 11:00 a.m. - Noon GLC, Room B
- Monday, April 18th, Noon – 1:00 p.m. GLC, Room C
**Title:** Certificate Assessment  
**Led by:** Bethany Bodo (bbodo@vt.edu) and Jessica Deslauriers (jessit07@vt.edu)  
**Description:** This session will provide a brief overview and introduction to the assessment requirements for certificate programs as well as describing all the necessary components (e.g., mission statements, student learning and program outcomes, curriculum maps, assessment measures, achievement targets, findings, action planning, closing the loop, and reporting. NOTE: This session will entail a 45 to 60 minute presentation and then allow for an hour or more time for participants to work on their own plan.  
**Maximum enrollment:** 25  
**Dates:**  
- Friday, March 25th, 9:00 – 11:00 a.m.  
- Tuesday, April 5th, Noon – 2:00 p.m.  
- Wednesday, April 20th, 2:00 to 4:00 p.m.

**Title:** Rubric Development and Alignment  
**Led by:** Bethany Bodo (bbodo@vt.edu) and Molly Hall (mrhall@vt.edu)  
**Description:** This session will focus on rubric development and how to make sure your rubric aligns with both the intended assignment and associated outcomes. Best practices in rubric development will be discussed.  
**Maximum enrollment:** 25  
**Date:**  
- Thursday, April 14th, 2:00 - 3:00 p.m.

**Title:** Open Office of Assessment and Evaluation Office Hours  
**Led by:** Steve Culver (sculver@vt.edu), Bethany Bodo (bbodo@vt.edu), Molly Hall (mrhall@vt.edu), Jessica Deslauriers (jessit07@vt.edu), and / or Jaime Williams (jaimew@vt.edu)  
**Description:** These are drop-in sessions and are open to all Virginia Tech Faculty and Staff interested in learning more about assessment or those who would like hands-on help in developing their assessment plan. Although enrollment is not necessary, you may choose to sign-up for a specific day that best fits in your schedule.  
**Location:** All sessions will be held in the Office of Assessment and Evaluation, 122 Hillcrest Hall  
**Dates:**  
- Tuesday, March 1st, 2:00 – 5:00 p.m.  
- Wednesday, March 2nd, 2:00 – 5:00 p.m.  
- Tuesday, March 15th, 2:00 – 5:00 p.m.  
- Wednesday, March 16th, 2:00 – 5:00 p.m.  
- Tuesday, April 5th, 2:00 – 5:00 p.m.  
- Wednesday, April 6th, 2:00 – 5:00 p.m.  
- Tuesday, April 19th, 2:00 – 5:00 p.m.  
- Wednesday, April 20th, 2:00 – 5:00 p.m.