Facilitating Program Assessment Decision-Making
Workshop Evaluation Report, October 2013

Executive Summary:
In the first half of the workshop, attendees participated in role-playing activity in which they created a curriculum map for a hypothetical psychology program. They followed a facilitation script. The workshop facilitator presented facilitation tips in the last part of the workshop. Nine people attended the workshop. Workshop evaluation results were positive: of the seven who completed the evaluation survey, 100% reported the workshop was useful and effective.

1. **State the goals of the workshop**
   Workshop attendees will leave knowing tips for facilitating a collaborative meeting and how to collaboratively develop a curriculum map.

2. **State the Type(s) of Evidence Gathered**
   Participants completed an online survey after the workshop.

3. **State How Many Pieces of Evidence Were Collected**
   7 out of 9 attendees submitted an evaluation survey (78% response rate).

4. **State How the Evidence was Interpreted, Evaluated, or Analyzed**
   The evidence from the evaluation survey was collated and coded.

5. **Summarize the Actual Results**
   - 100% reported the workshop was “Very Useful” or “Useful” (Question 1). [N=7]
   - 100% reported that the workshop was either “Very Effective” or “Effective” (Question 2). [N=7]
   - Only 5 (71%) correctly stated a facilitation tip when asked; two people appear to have misread the question.
   - Most identified the role-play facilitation activity as the most valuable aspect of the workshop.

Please see Appendix A for more detailed results.

6. **In addition to the actual results, were there additional conclusions or discoveries?**
   No additional conclusions or discoveries.

7. **Use of Results/Program Modifications**
   The workshop will remain the same.

8. **Reflect on the Assessment Process**
   Evaluation form was an effective method of collecting workshop evaluation data.

9. **Other Important Information**
   None
Appendix A. Detailed Survey Results

Online survey response rate = 78% (7 out of 9 participants)

Q1. Please rate the overall usefulness of this workshop.

<table>
<thead>
<tr>
<th>Responses Given</th>
<th>Number of Respondents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Useful</td>
<td>5</td>
</tr>
<tr>
<td>Useful</td>
<td>2</td>
</tr>
<tr>
<td>Of Little Use</td>
<td>0</td>
</tr>
<tr>
<td>Not Useful At All</td>
<td>0</td>
</tr>
<tr>
<td>No Opinion</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>7</td>
</tr>
</tbody>
</table>

Q2. To what extent was this workshop effective in increasing your understanding of the topic?

<table>
<thead>
<tr>
<th>Responses Given</th>
<th>Number of Respondents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Effective</td>
<td>3</td>
</tr>
<tr>
<td>Effective</td>
<td>4</td>
</tr>
<tr>
<td>Somewhat Effective</td>
<td>0</td>
</tr>
<tr>
<td>Not Very Effective</td>
<td>0</td>
</tr>
<tr>
<td>Note Sure</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>7</td>
</tr>
</tbody>
</table>

Q3. Please state one facilitation tip you learned during the workshop.

5 (71%) participants correctly stated a facilitation tip (N=7).

Q4. What was the most valuable aspect of the workshop? Why?

7 participants answered the question. 5 (71%) highlighted the role playing facilitation activity as most valuable:
- By actually doing the mapping, I learned how I can explain the process and help others complete this process. I also learned what questions may come up which helps me prepare for future situations.
- Curriculum map facilitation activity and Monica’s top tip
- Going through the process as a small group.
- Monica and Yao. Very valuable to have both of them in a small group setting
- practical strategy with grid exercise
- Role playing how to work the curriculum map
- Understanding how other assessment offices are teaching faculty how to participate in assessment

Q5. What was the least valuable aspect of the workshop? Why?

2 participants answered the question:
- NA (but needed more time to work on the curriculum map.) Without knowing psychology classes in detail, it was hard to tell which courses address certain SLOs appropriately within a limited time.
- Going through the tips at the end. They were useful, and I hope I remember to refer back to them when I need to. But, usually I tend to forget about them soon after the workshop.

Q6. Comments and Feedback.

3 participants provided additional comments and feedback:
- Thank you for offering these interactive workshops. I look forward to participating in others in the future.
- I wish I could see a (actual) curriculum map in psychology
- Thank you, it was great!