

Liaison Workshop Outline for facilitators

(3 hours)

Time	What	Who
10 minutes plus... depending	<p>I. Introductions and Purpose</p> <p>Learning Outcomes for this workshop:</p> <ul style="list-style-type: none"> ➤ Engage colleagues in conversation about assessment of SLOs, assessment tools, know where and when Assessment Workshops will be held & get your people there &/OR arrange for resource persons to come to your group to give an assessment workshop. Know where to send faculty to find assessment tools/strategies. ➤ Create a Workshop outline for a Reflection and Enhancement that you will facilitate in the <i>Spring 2010</i> workshop and capture the information to ECMS (or designate) ➤ Have the information you need to develop a time line in which you will complete one SLO Cycle for EVERY SLOAC within your purview. 	Coleen
5 minutes	<p>II. Assess group re: SLOs/SSLOs (what do you know? What have you done re: this process?)</p> <ul style="list-style-type: none"> ➤ Context setting with SLO Process (Coleen) ➤ The Role of the Liaison = Point Person = what the job is and what the job is not (both) 	both
30 minutes	<p>III. From SLOs to Assessment</p> <ul style="list-style-type: none"> ➤ How many have gone to Donna & Mike's workshop? ➤ What is assessment? ➤ How do you determine if the assessment is appropriate for what you want to assess? ➤ How and when are you going to analyze the assessment? (In the 1st workshop or the 2nd?) What questions do you ask? 	Coleen
15 - 20 minutes	<p>IV. Managing Logistics</p> <ul style="list-style-type: none"> ➤ Organizing the work load & developing a time line ➤ Documentation to ECMS ➤ How to get people to go to your workshops? <p style="text-align: center;">Organization for Next 4 quarters</p>	Coleen & Anu

<p>5 - 10 minutes</p>	<p>V. Resources</p> <ul style="list-style-type: none"> ➤ (Review helpful sheets for when you are building YOUR Workshop in another 45 minutes!!!) 	<p>Coleen</p>
<p>45 minutes</p>	<p>VI. Workshop Design & Facilitation Strategies</p> <ul style="list-style-type: none"> ➤ How are you going to analyze the assessment? When? ➤ How do you create an environment for discussion and conversation that leads to reflection? ➤ Questions need to center on = “how does this inform my practice?” <ul style="list-style-type: none"> ○ Was the assessment good and the SLO not? ○ Was the SLO good and the assessment inappropriate? ○ Were both the assessment and SLO good? If so then how does the assessment support that? (...and in relation to the ICCs of the college?) 	<p>Jackie</p>
<p>45 minutes</p>	<p>VII. Reflection, Enhancement & Use of Results Workshop Design (=Completing an SLO/SSA Cycle)</p> <ul style="list-style-type: none"> ➤ Designing a Workshop that will work for YOU and YOUR group ➤ Report Outs 	<p>Jackie But all help</p>
<p>5-10& 5 for closing</p>	<p>VIII. Deconstructing/ Closing / other questions</p>	<p>Jackie</p>

Series of SLO workshops to Complete a SLOAC Cycle

For SLO Workshop

- I. Introduction and Purpose
- II. Do-the Do
 - In an over-arching statement (or 2 or 3) what do we want our students to get out of this class?
 - Capture material
 - Data enter into ECMS (this year we just submitted the material to Coleen and Jim)
- III. Closing

For an Assessment Analysis Workshop

- I. Introduction and Purpose
- II. Do-the-do
 - What assessment was used?
 - What information was gained?
 - Is it what we need?
 - Did it assess what we wanted it to assess?
- III. Closing

For a Reflection and Enhancement (Use of Results) Workshop

- I. Introduction and Purpose
 - Learning Outcome:
- II. Do-the-Do
 - Analyze data
 - Reflect
 - Enhance = Do we need to change anything?
 - Delegate = who's going to data enter into ECMS
- IV. Close