Designing Assessment Retreats

When you are planning a retreat for your program, there are many things you can do to maximize the usefulness of the event.

1. Set clear goals for the retreat beforehand. Make sure everyone involved knows what the objectives are.

2. Use a variety of activities to engage participants. This could include group discussions, workshops, and interactive exercises.

3. Solicit feedback from participants after the retreat. This will help you evaluate the effectiveness of the event and make improvements for future retreats.

General Education Assignment Tips

Check out the course description and assignment description. Knowing your students can help you support their success.

1. Create a rubric for each assignment. This will help you establish clear expectations and provide feedback on student work.

2. Include essential skills and their definitions in the assignment description. Students benefit from having an understanding of what is expected of them.

3. Consider ways to include evidence of the learning process for the essential skill. This could include reflective components, discussion forums, or peer feedback.

4. Plan for feedback and assessment. Create a plan for how you will provide feedback to students and how you will assess their work.

5. Ensure follow-through. Consider how you will ensure that students understand the feedback and apply it to future assignments.

Steps for Learning Improvement

Looking to make a change to your curriculum, teaching, or assessment? Consider the following steps.

1. Test the concept with a small group of students. If there is no significant improvement, consider modifying the concept or removing it.

2. Obtain feedback from your students. This can be done through surveys, focus groups, or one-on-one discussions.

3. Refine the concept as needed. Make changes based on feedback and continuing to monitor student performance.

4. Develop intervention(s). This may include new teaching approaches, additional support services, or changes to assessment instruments.

5. Implement improvement. This may involve changes to the curriculum, teaching practices, or assessment tools.

Meta-cognition: Activating Student Learning

Student learning is more successful when they engage in metacognition. Metacognition refers to the ability to think about one’s own thinking. It includes knowledge of and control over one’s own mental processes, and the ability to monitor and evaluate one’s own thought and behavior.

1. Set clear goals for the first part of the lesson. Make sure students understand what they are expected to learn.

2. Provide opportunities for students to reflect on their learning. This could be through writing assignments, group discussions, or self-assessment.

3. Facilitate learning by encouraging students to think about their own learning strategies.

4. Use assessment data to guide instruction. This could involve modifying assignments, providing additional support, or adjusting teaching strategies.

Data Den

by Elizabeth Eker

Last fall I created a workshop on guidance for small-scale data collection. I’ve always been disappointed in how we handle ‘students’ in statistics by removing them from the equation. When I was working at the University of West Texas (UW) through Student Affairs Assessment Leaders (SALL), I offered an alternative I felt had been about...