

Wabash Center Evaluation items

2020-21 Early Career Workshops

Participant Materials: When designing the application and first session, consider requesting materials that can be used as a later comparison point (pre- and post-workshop), such as a syllabus, teaching philosophy, or assessment plan. But ask for them only if they are materials that you plan on using.

First Summer and Winter Evaluations: It is helpful to ask for short, immediate evaluations from the participants after the summer and winter sessions. This will give you immediate feedback about the design, goals, particular sessions, or whatever else you want to ask. We will use Survey Monkey so it is easy to turn around a copy of the responses for the team's de-briefing meeting.

Final Summer Participant Evaluation: In order to gain some of the information that we need to write the annual report to Lilly Endowment, four standard evaluation questions will be included in the **final** summer participant evaluation alongside questions that are designed by the team that are particular to the workshop's goals and design. This evaluation will be done through Survey Monkey after the completion of the second summer.

- As you look back on your year as a participant of this workshop, how would you describe what you learned?
- What would you say were the primary things learned about issues of *classroom practice*?
- What would you say were the primary things learned about issues related to your *vocation as a teaching scholar*?
- What would you say were the primary things learned about issues related to your *institutional context* and its effect on your teaching?

Leadership Team Reports: Each leadership team member is asked to write a final report of his/her observations after the completion of the workshop. The director of the leadership team is asked to write a summary report for inclusion in the Lilly Annual Report. Please send a copy of all leadership member reports to the Wabash Center for our file.

The leadership reports are to be structured around these questions:

- What seemed to be the critical issues that the participants wanted to address?
What issues do you think were most important for the participants to address?

- Which aspects of the workshop worked particularly well and which aspects did not work as well (e.g., activities, assignments, readings, pacing, session teaching methods, content or structure of the three sessions)? Include some reflections on the way the leadership team functioned.
- Referencing the goals established by the leadership team, speak to how these were or were not met during the time of the workshop? How you would revise or reword them at this time?
- From your observations, what were the most significant things learned by the participants? What were the most significant things learned by the leadership team?
- Other observations or comments about this workshop?