

Frequently Asked Questions – Level I

Q. What level of prior knowledge/experience should participants have?

A. This retreat is best suited to institutions or programs in the early stages of implementing assessment.

Q. How many people does it take to make a "team"? Are two enough?

A. Yes, two or more people qualify as a "team." We encourage you to send key stakeholders with interest in your team project, such as administrators and students.

Q. Can an individual come NOT as part of a team?

A. Yes. But this workshop has been designed for institutional teams consisting of two or more individual members, and that is the way to gain the greatest benefit from it.

Q. What information should be included in the project description?

A. Your project sheet should provide answers to the following questions:

- What is the project you would like to work on? Please describe.
- How would you describe the current state of assessment efforts on your campus relative to this project? (To help you decide whether your efforts are "initial," "emerging," "developed," or "highly developed" download the rubric located here: [FIVE RUBRICS](#))
- In which areas would your team like guidance?
- Who are your team members? Please list team members who will attend the retreat, including position titles, and the rationale for team selection.

Q. Does the project have to be about formal academics? Can it be about out-of-classroom learning and come from Student Affairs?

A. Yes, absolutely. Integration of in-class and out-of-class learning is good, too.

Q. What is the schedule for each day of the seminar?

A. The schedule is as follows: Thursday from 10:00am – 6:00pm; Friday from 7:00am – 4:00pm

Q. What meals are included in the registration fees?

A. The following meals will be provided: Lunch on Thursday; breakfast and lunch on Friday. Beverages and snacks will be available during breaks. Attendees will be on their own for all other meals.

Q. Is there any funding to support graduate students or institutions on tight budgets?

A. No, unfortunately, not at this time. Suggestions for grant funding are most welcome!

Have More Questions? Contact: Julie Kotovsky at jkotovsky@wascsenior.org or (510) 995-3167