

Assessment Retreat

Connecting the dots



Planning the Retreat

Schedule a mandatory retreat date

Find a location

Set the agenda

Staff preparation

Provide agenda

Provide guidelines

Materials/items to take

Agenda



8:00	Welcome & Expectations Overview of Assessment Inventory
8:30 – 9:15	Presentation 1: Workshops (Claudia)
9:15 – 10:00	Presentation 2: PCA rubric (Moises)
10:00 – 11:00	Presentation 3: Interviews – Employers & Students (Craig/Jeannett) Information Tables – Employers (Craig/Jeannett)
11:00 – 12:00	Presentation 4: Internship Program – Employers & Students (Nick/Gris)
12:00 – 1:00	Lunch
1:15 – 2:00	Presentation 5: Resource Center – Student Responses (Moises/June)
2:00 – 2:30	Presentation 6: Etiquette Dinner (Grace)
2:30 – 3:45	Presentation 7: Career Fairs (all job fair coordinators 15 min. ea.)
3:45 – 4:45	Effectiveness as a Department – Telling our story
4:45	Wrap-up

Presentations

Report of Previous Year

- Findings or Conclusions
- 3-year Comparison

Program Review

- Learning Outcomes
- Instrument used

Fall 2017 Assessment Results

184 Respondents



98.9% identified appropriate table talk tactics

Question 1

Learning Outcome A



87.5% named the correct difference between Continental and American styles of eating

Question 3

Learning Outcome C



98% identified the proper attire for a professional dining experience

Question 5

Learning Outcome B



98% stated that, after attending the etiquette dinner, they felt more confident about participating in a job interview over dinner

Question 8

Learning Outcome D



Etiquette Dinner Questionnaire

1. Table Talk Tactics Include:
 - A. Letting the table captain initiate the business table discussion
 - B. Being fully engaged with the conversation at the table
 - C. Practicing active listening
 - D. Maintaining a positive tone
 - E. All of the above **CORRECT**
2. What should you do when an invitation says "RSVP"?
 - A. Respond letting the host know you will be attending
 - B. Respond letting the host know you will not be attending
 - C. No response is needed
 - D. A and B **CORRECT**
3. One significant difference between Continental and American styles of eating is:
 - A. With the American style, the fork is always held in the right hand
 - B. The napkin is tucked neatly under the chin with the Continental style
 - C. Wine is always served with the Continental style
 - D. With the Continental style, the fork is always held in the left hand **CORRECT**
4. In the dining etiquette tip "BMW," what does the letter "B" represent?
 - A. Beverage
 - B. Bread **CORRECT**
 - C. British
 - D. Beginning
5. When having dinner with a prospective employer, the appropriate attire is:
 - A. Business casual
 - B. Business professional **CORRECT**
 - C. Dress jeans, polo shirt, and blazer
 - D. Trendy night life attire



Learning Outcomes: Etiquette Dinner (rv 1.2017)

As a result of participation in the Etiquette Dinner Program, at least 80% of the students will:

- A. Identify two table talk tactics of conversation to use during a professional dinner
- B. Name the proper attire for a professional dinner
- C. Identify two styles of eating
- D. Gain greater confidence in participating in future job interviews over dinner



Year-to-Year Comparison

Question Assessed	Fall 2017	Spring 2017	Fall 2016
Number of Respondents	184	123	156
Question 1: Table Talk Tactics include	98%	99%	99%
Question 5: When having dinner with a prospective employer, the appropriate attire is	98%	97%	97%
Question 3: One significant difference between Continental and American styles of eating is	87.5%	81%	76%
Question 8: As a result of attending the Etiquette Dinner, I feel more confident about participating in a job interview over dinner	98%	84%	89%



Etiquette Dinner *UTEPEDGE* Advantages

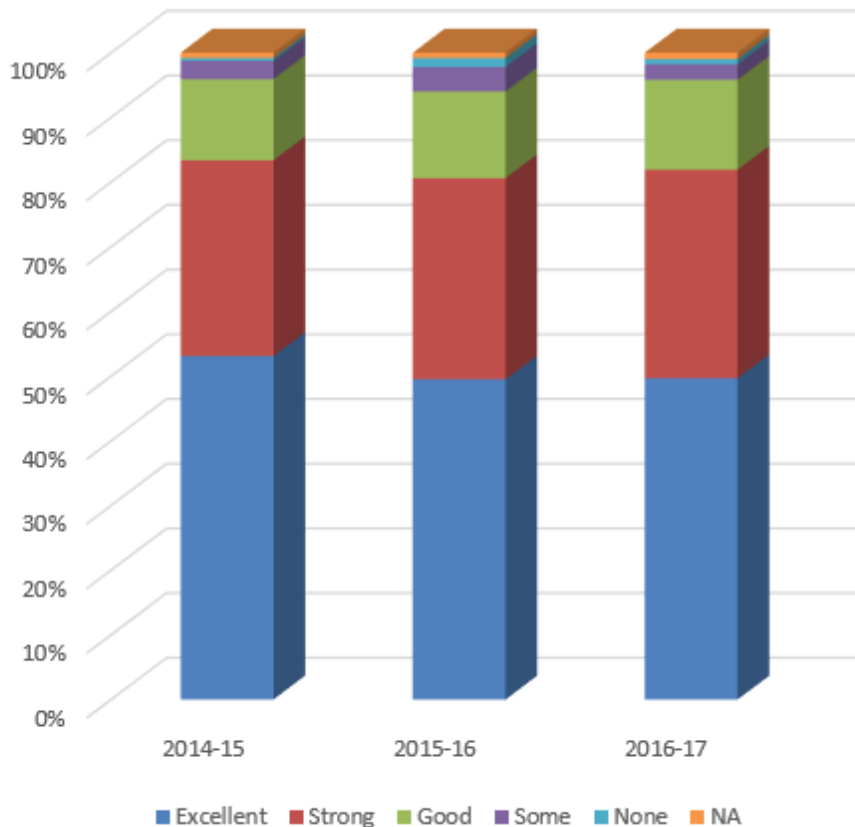
- ✓ Leadership
 - Problem-solving
- ✓ Communication
 - Entrepreneurship
 - Social responsibility
- ✓ Confidence
- ✓ Global awareness
 - Teamwork
 - Critical thinking



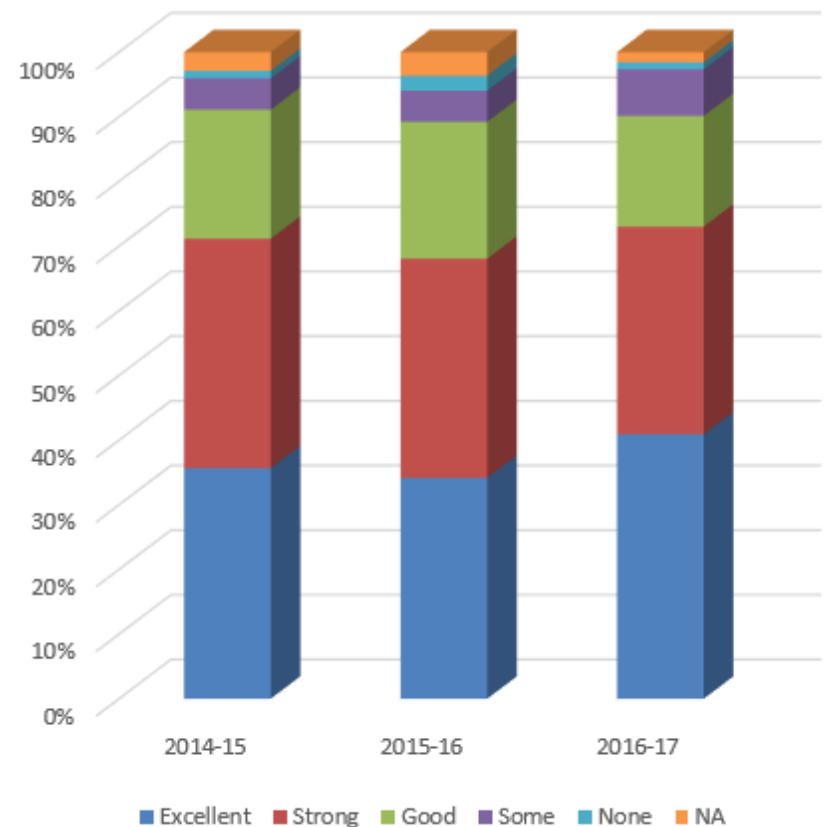
3 Year Comparison

Analytical/Problem Solving

Student Responses



Employer Responses





UTEP EDGE: INTERNSHIPS



- **Students who participate in an internship will:**
 - Learn more about their prospective field of interest, by taking their education beyond the classroom
 - Gain practical experience as a professional under conditions conducive to their educational development
 - Transform their education into meaningful work
 - Develop critical skills such as time and project management, communication, entrepreneurship, and problem-solving

Effectiveness as a Department – Telling our story

KEY POINTS

- Did the comparative data tell us anything
- Was there growth in student learning
- Discussed alignment with the UTEP Edge & UTEP's mission

OUR STORY

- Points of interest
- Substantial impact/effectiveness
- Sharing the information

Wrap-up

DEADLINES

ACTION PLAN

- Update assessments in Campus Labs
- Implement changes

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Questions?