

**Staff Assistant Workshop:**

# **Helping Your Department Advance and Implement Effective Assessment Plans**

**Monday February 20, 11:30 AM-1:00 PM**

**Provost's Conference Room: Leonard Hall 1<sup>st</sup> floor**



Did you know that every major on campus has explicit learning outcomes and that faculty have created plans to assess how well learning outcomes are being met? While faculty lead their department's assessment efforts, staff can play a pivotal role by helping to organize for success. In this workshop academic unit staff will:

- Learn basic information about the assessment process and why it is so important to AU's success.
- Learn how to access and understand your department's assessment plans.
- Gain insights into how staff can help with the assessment process, including how to organize data collection, report findings, and upload supporting documents.
- Learn the basics of how to use "TracDat", AU's Assessment Software

To participate, please RSVP to Karen Froslid Jones at [AULearning@american.edu](mailto:AULearning@american.edu) by

February 15<sup>th</sup>.

**LUNCH WILL BE SERVED!**

Sponsored by: The Office of Institutional Research and Assessment and the Faculty Senate Committee on Learning Assessment (COLA)