Brief description of program: On October 17, the Office of Assessment, Evaluation and Research held two trainings for Student Affairs staff on Campus Labs Baseline, one Basic level and one Intermediate. After the training, an email containing the survey was distributed to all attendees. Due to an overlap in attendees, the formerly individual instruments were combined and the results of both trainings are presented here.

Who was asked to complete the survey: Staff who attended the Campus Labs Basics and/or Intermediate Training on 10/17/2013. Four staff attended only the Basic training, four staff attended only the Intermediate Training and five additional staff members completed both trainings.

Response Rate: 61.54 % (8 of 13)
Administration Type: survey emailed through Campus Labs

Summary of Key Findings:
Overall, the trainings were well received with the majority of respondents selecting “somewhat agree” or “strongly agree” to the questions that addressed their learning and understanding of assessment and survey administration in Campus Labs. The respondents thought the information presented and the presenters’ communication style were useful/very useful. When filtered by which trainings the respondents attended, it became apparent that those who indicated they were less knowledgeable about when/why to use the preview and outline views had only attended the Intermediate training.

Being able to work with their surveys during the intermediate training was once again found to be effective.

Actions Taken:
Results were shared with presenters. Possible revisions to the current training structure were discussed, including a more explicit distinction between Basic and Intermediate trainings.

Which department and goals does this program align with?
3g. Provide training for effective use of assessment technology.

4. Promote a culture of assessment through training opportunities for AER and Student Affairs staff.

Which Student Affairs goals does this program align with?
6. Utilize a coordinated assessment, evaluation and research approach to promote data driven decision making.
   f. Provide educational opportunities for staff to develop and refine assessment skills.