Mt. SAC Accreditation Evaluation Results (October 17, 2014)

What did you like about the training?

Responses	Count	Percent
Organization/ Pace of presentation	28	50.9%
Variety of presenters	7	12.7%
Information presented well	6	10.9%
Ice Breakers and presentation	4	7.3%
Helpful Information	3	5.5%
Examples	2	3.6%
Focus on task	2	3.6%
Everything	2	3.6%
Clear goals	1	1.8%
Total	**55**	**100.0%**

Nuggets

- The presentation was well organized and the pace was comfortable for participants.
- Participants liked having multiple presenters.
- Ice breakers are popular with this audience.

Comments

1. Broken up into manageable pieces.
2. Kept light with humor, and pace was fast; didn't get a chance to rap.
3. Examples of outlines and prose.
4. Many handouts are provided and they look helpful. It was great to have time to work without team already.
5. Lots of info.
6. It was nice to see each accreditation steering committee member facilitate.
7. Very clear, good examples always ahead of schedule.
8. Structured and organized format.
9. It was training. Allowed us to focus.
10. Interactive, demo, explanations, hands-on.
11. I like the change up presenters.
12. Well prepared, practical, good handouts, interactive, good time management.
13. Vey well-rehearsed resulting in good flow of information. This training was much more helpful and effective this time than the previous self-study.
14. Pace
15. Concise
16. It was comfortable. It was doable.
17. It kept moving. Was informative.
18. Ice breakers, examples, discussion tools, and agenda sample.
19. Team building, "nuts and bolts," how to examples, good pacing.
20. On time, hit basics, good job.
21. Package provided, on schedule.
22. Ice breaker (good to move), thank you for the detailed agenda, kudos to those who planned the training putting together packets, facilitating discussion, providing food and drinks, reserving time and room..
23. Everything
24. Move quickly through process

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25. Nicely organized
26. I appreciate the time to meet and understand the process a bit better.
27. Very informative handouts, and not rushed.
28. Organized, fun, complete
29. Informative, step by step with thorough approach.
30. Interactive, informal, Informational
31. Lots of materials, color coding greatly helped.
32. Liked the different speakers. They were all very engaging!
33. Fast paced, liked the variety of speakers.
34. Friendly, variety of presenters, fruit and coffee.
35. Examples and pace/scope of each activity
36. I enjoyed hearing from multiple speakers broke up short breaks for conversations at small group level.
37. It was all helpful.
38. Well-planned, on-time.
39. Everything
40. Liked the information shared today. It was very helpful.
41. Kept moving and stayed task.
42. Very clear goals.
43. Multiple facilitators kept things fresh. Stayed on task and respected agenda.
44. Well scheduled/ timed
45. I'm impressed that we had training. It was needed! Thank you.
46. Moved well, informative
47. Efficient, numerous speakers, colorful info sheets.
48. Stayed on track.
49. The best stand up ice breakers are those which apply to 1/2 of the group.
50. Information/ very helpful.
51. Good timekeeping and staying on schedule.
52. Having us sit with our groups.
53. The training is very precise and informative.
54. Handouts, facilitation.
55. Training was organized and very clear and concise.

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What can be improved upon?

Responses	Count	Percent
Organize documents	8	33.3%
More time for teams; bonding	7	29.2%
Hands on activities/ training	3	12.5%
More tool to work W/ students	1	4.2%
Access schedule w/o Lotus notes	1	4.2%
Access to 2010 report	1	4.2%
New, no 2010 reference	1	4.2%
Readable projection docs	1	4.2%
Table spacing	1	4.2%
Total	**24**	**100.0%**

Nuggets

- Create a process to organize handouts (with holes punched) for participants with a binder and index.
- Participants liked their time with their group, and want more time to bond and discuss topics.

Comments

1. Spread tables into the student center; it was a bit crowded.
2. Handouts were confusing.
3. More time to get to know team members; another ice breaker.
4. Nothing- it's great! Good job!
5. Don't know.
6. Too many papers! It was difficult to sort through. Binder numbering, and providing a table of contents would be helpful. Allow more time for group discussion.
7. Not sure yet.
8. Although it was a lot of information, giving the groups a lot more time to discuss.
9. Three hole punch all documents! This was very well coordinated, and executed. Kudos to the steering committee.
10. Allow more time with our teams.
11. See #5
12. Not sure
13. Document organization (too much flipping back and forth)..
14. A binder instead of loose sheets.
15. Hands on training.
16. A bit more time for teams to organize itself for meetings, norms.
17. More time to work as a team.
18. Use binders with tabs to make finding reference packet/pages easier to find. Print out master accreditation calendar (month to month) to help planning team meeting.
19. You all did a great job.
20. Ice breakers, key terms list.
21. More team members from our standard in attendance.
22. 3-ring notebook
23. Nothing- it's great! Good job!
24. I would like to have more tools to assist in working directly with students, especially community.
25. Hands on activities, more training session for a shorter period of time.
26. This was an effective, efficient workshop.
27. More readable projection documents.

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28. Materials could have been labeled better or in better order.
29. So far, so good.
30. All good. To able to read portions of 2010 report even though standards have changed.
31. A little more detail on unpacking and actually evidence finding.
32. Can't get schedule without access to Lotus notes.
33. The handouts should come in a tabled binder- there were multiple forms by the same color, and receiving the loose sheets was a bit chaotic. Also, style sheet is too dark in the first column.
34. I was not here in 2010 to look back.
35. More time to get to know team members a little more. Enjoyed ice breaker, but would like to focus a little more about my team members.

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What additional topics will you need in the future?

Responses	Count	Percent
How to locate/ evaluate evidence	6	37.5%
Understanding/ writing standards	3	12.5%
Hands on help	2	12.5%
Training for different roles	2	12.5%
Best Practices	1	6.3%
Computer Training	1	6.3%
Future meetings	1	6.3%
Total	16	100.0%

Nuggets

- Participants want to know how to find the data needed to address the standard.
- Participants would like hands on training with role responsibilities and standards comprehension.

Comments

Access to gap analysis reports by committees.
Identify best practices. For example, ways to keep organized, communication plan, writing, etc.
Will let you know as things come up.
More discussion or examples of how to find or where to locate the evidence to support the standards report.
More discussion on evidence and how to go about getting it.
Drives up through a a complete outline example- hands on.
Evidence Coordinator training, facilitator training, writing training.
Great job
Smartsheet training, updating evidence charting.
Help from staff.
Info on resources available to teams (e.g. Dropbox, Google Docs).
Unsure
Smartsheet (scheduled)Upbeat energy, good ice breaker, stayed on track, felt supportive.
Writing, prompts questions in standards.
How to better involve students.
Writing standards, style considerations.
When is it too much evidence?
Feel good with what was presented so far. Need to digest this first.
Facilitator/ lead training.
I hope we come back together to discuss challenges that we are expressing.
That will probably come in time.
Training in computer a little more.
Where does one find the evidence?
A little more time to understand our standards, it's all new to me.

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Other Support Needed

Responses	Count	Percent
Standards Training (support, outlines, and evidence	6	25.0%
Smatsheet Training	5	20.8%
Ongoing reviews of the process	3	12.5%
Technical training support	3	12.5%
Support/ management of roles	2	8.3%
Enable group scheduling	1	4.2%
Review gap analysis	1	4.2%
Information in advance	1	4.2%
Participant list (extensions and cell)	1	4.2%
Snacks	1	4.2%
Total	24	100.0%

Nuggets

- Participants training needs center around:
  - Standards (evidence, outline, and on-going support)
  - Periodic updates in the process with team and support staff.
  - New leaders need specific training for their role.

Comments

What other support do you need?
Additional training for Smartsheet (not available on Nov. 3)
Snacks for meetings
Can we see gap analyses that were submitted to Kristina. Are copies of the 2010 self-study available if needed.
I will let you know.
Check point and coaching.
Training for evidence documentation and collaboration to write outline.
More info on Smartsheet.
Clear training dates and time or expert contact info. Just tech support on google drop, cloud, Smartsheet.
Training on specific standard.
What's the play-do for? Support really good (even had crayons on the table.
Just more training for technical tools.
Get info in advance.
Training on specific roles/ titles of team members.
Participant list (incl. office extensions and mobile numbers).
A refresher after a couple of meetings to be sure we understand our charge.
Brief overview
Different writing sample, sharing each other team work.
Training on Smartsheet, but it is planned already.
Smartsheet info.
Smartsheet training.
Training for outlines.
Tolls to enable group scheduling.
Support/ training in outlining to the style that will help Kristina the most.
Manage support
Support on understanding our standard maybe that will come with time.

Prepared by Marcell Gilmore November 10, 2014   Research & Institutional Effectiveness