

## Notes ECHO Learning Community: May 19, 2020

### 9:00 – 9:15 Welcome/Reminders and Introductions

- Meeting started with reminders to remain muted until speaking and share video when comfortable so we can see everyone's faces.
- All participants said hello – a total of 19 participants

### 9:15 – 9:30 Presentation: Charla Orozco – Evaluation of the UNM Eval Lab

Evaluation Lab has **two** programs:

1. work directly with organizations in the Summer Institute, and
2. throughout the academic year students work with organizations in the Evaluation Lab courses at UNM.

Many instruments (such as surveys, interviews, and focus groups) are used to collect data from these programs.

1. For the Summer Institute, participants share feedback through an interactive focus group
  - a. We also take observational notes about how the days have gone as facilitators
2. For the student fellowship, we evaluate from both sides:
  - a. Students – with a skill survey and an interactive focus group
  - b. Organizations – with an interview/exit interview

We also evaluate all the workshops we host (such as the Expo), usually with surveys.

We collect all the data, code and analyze it, then summarize it in a report and publish it on [the website](#) for everyone to see. We use these instruments to help us make many decisions in our programs for the upcoming year and we revisit our logic model to make sure we are still measuring what matters to us!

#### Examples of how we use the data:

- Focus groups from the Summer Institute help us determine changes in logistics and curriculum and the data is even used to help develop ECHO topics. For example, from this year's Summer Institute evaluation, we learned that folks would like less carbs in the food, t-shirts, and to hear from organizations that have participated in the Summer Institute in the past and how/if they are using the tools that they learned.
- We use the data to help update our logic model
- We use the data to inform curriculum changes for the Evaluation Lab course

If you would like to see examples of reporting qualitative data, there are examples of how we do it on the Evaluation Lab website [here](#). These may be helpful because each one has been written by a different person on our evaluation team so there are examples of how several different people have done/do it.

We also have weekly team meetings to focus on the philosophy of the lab and really deep thinking about who we are and why we are doing what we are doing (Mission time). These meetings are the ones that lead to small but important changes.

**Question from participant: What is the suggested frequency for mission time?** We have weekly meetings – sometimes things do come up that derails those meetings (COVID caused a lapse in meetings for a couple of

weeks) but we try and stick to meeting every week. And, it helps to focus on one thing at a time or have a sub team to focus on mission time.

Mission time does sound more daunting than it is, it's really just a conversation about how things are progressing and how do we meet our goals.

**Question from participant: Do you have suggestions/reminders on where to start back after COVID-19 survival mode?** Instead of thinking of evaluation as a huge thing to take on, look closely at one thing you really want to show you have accomplished or something your organization still needs to do. Doesn't have to be a formal focus group or survey, just staff coming together to brainstorm or observe client meetings, and work towards doing focus groups in a year or so. Most of the time we are already working toward our mission we just need to document it. Also, starting with the logic model can help ground the conversation in outcomes you have all already agreed upon as a team/organization – you can start with the logic model and then talk about how you're going to show the progress you've made towards your outcomes from there.

### **9:30 – 10:00 Didactic: Empowerment Evaluation – Dr. Claudia Diaz Fuentes**

- Developed by David Fetterman in 1994 - a program to provide stakeholders with tools for assessing to plan and implement- part of entire process
- Probably already doing this in ways, checking on logic model, doing outcome evaluation, etc
- EE is more like providing tools for planning for the game, making mid-game changes and looking towards the next game.
- She then went over the ways of applying Empowerment Evaluation and the 10 principles of Empowerment Evaluation.
- She shared a list of useful websites.
- See PowerPoint for more detail

### **10:00 – 10:15 Questions, reflections, announcements**

- 2020 Summer Institute is cancelled, but the Evaluation Lab is offering 2 webinar workshops for beginners, if you know anyone interested then this will be a good starting place for them (might be too basic for those who have already attended the Summer Institute but will be a good start for your colleagues or co-workers – especially if you're looking to get them to buy in to your evaluation process)
  - Those will be July 28 and July 30 from 10 am to 12 noon
  - Here is the link to register: <https://www.eventbrite.com/e/workshop-on-evaluation-fundamentals-tickets-105007173282?aff=affiliate1>
- Next ECHO is June 16th – tentative didactic will be Navigating the New Census Website (a continuation from the 2019 Summer Institute)
- All info will be on [website](#).