**General Education Review and Assessment**

4/20/17

**Background.** In AY 2014, the Provost asked the General Education Committee to develop a program level assessment strategy for the UM General Education Program to address accreditation requirements. The committee then began a review of best practices and models from peer institutions. In AY 2015 and 2016, Associate Provost Nathan Lindsay worked with the committee to develop a preliminary assessment strategy with faculty volunteers from Groups N, M, and E. This year our Committee suspended the annual rolling review of GE courses to evaluate the pilots and to develop a formal proposal for General Education Assessment to bring forward to ASCRC and Faculty Senate. In doing so, we have sought to align with other UM programs assessments (writing, GLI) to provide a reasonably consistent approach that will (1) evaluate the effectiveness of the General Education Program in meeting its stated objectives, (2) uphold high standards of rigor and quality, and (3) avoid placing an undue burden on faculty members.

**Design Principles.**  After reviewing the results of the three pilot studies, GE Committee members examined comments and feedback received from faculty and rolling review participants during this period, and consulted with professional peers responsible for other models of program level assessments on campus. Through this process, the following recommendations have emerged as guidelines for General Education Review and Assessment:

* Adopt a 7-year review cycle to align with other UM program assessments.
* Provide clear guidelines for faculty and review subcommittees.
* Encourage broad participation by faculty who teach General Education.
* Document how GE Learning Goals are met and facilitate program improvement based on periodic review of course materials and student outcomes.
* Promote professional development and peer review among the faculty and teaching assistants who teach GE courses through a meaningful and inclusive process.

**Proposal.**

**Procedure 202.40 will be retitled: “Review and Assessment of General Education Program”**

The General Education Committee will be responsible for implementing General Education Review and Assessment as follows:

1. The General Education Committee will implement a rolling review cycle that reviews courses every seven years to assure their continued alignment with the criteria and learning goals of the General Education Program.
2. Two GE groups will be reviewed each year for five years. The sixth and seventh years will be set aside for evaluation and reporting to advance program improvement and accreditation.
3. The General Education Committee will provide notice of the procedures and timelines for review and assessment by communicating this to all instructors in May and September of each year.
4. Instructors seeking to renew GE designations will submit (1) a course syllabus, (2) a completed General Education Form, (3) samples of course activities that document how the GE Learning Goals are attained, and (4) an assessment report that includes an analysis of student outcomes with respect to the GE Learning Goals.
5. The General Education Committee will work with Academic Affairs to coordinate and host collegial workshops that are timed appropriately to assist faculty members with their submissions and GE assessment strategies.
6. GE review subcommittees will be made up of faculty who teach within that GE group and members of the General Education Committee. Participation will be voluntary, but all faculty members who submit or teach courses within the GE Group will be invited to participate.
7. Subcommittee chairs will be responsible for coordinating subcommittee activities and communicating their findings and recommendations to the General Education Committee. Review subcommittees will (a) check that each submission is complete, (b) examine syllabi and course materials to verify that each course meets the current GE criteria, and (c) request more information from faculty if needed.
8. Courses that meet the current GE criteria will be recommended for renewal of their GE designations. In the event that a course does not appear to meet the GE Group criteria, this will be communicated promptly to the instructor and to the Chair of the General Education Committee to facilitate revision or appeal.
9. Rolling Review results will be reported to Faculty Senate annually. At the end of each seven year cycle, the General Education Committee will collaborate with Academic Affairs to produce a more comprehensive analysis and report that includes recommendations for improving the General Education Program and these procedures.
10. At the end of each rolling review cycle, and/or from time to time during the cycle, a conference or additional workshops should be organized to invite broader discussion of the General Education Program, including its purpose and effectiveness, to generate additional ideas for improvement, and to revitalize this essential component of our curriculum and learning community.

\*The General Education Committee strongly recommends that administrative support be provided to coordinate the tasks of GE Review and Assessment. This includes gathering materials from courses under review, facilitating communications with GE faculty, coordinating logistics for workshops, collecting and analyzing data, and reporting on findings.