Criteria for Approval of Course Designations

1. **Directly and Concretely Address the Category’s Learning Outcomes.** The course syllabus will show that the course addresses the course-level learning outcomes common to all courses in the designation. These learning outcomes will bear a direct and clear relation to the faculty approved general education program outcomes (Nov. 2008). “Demonstrate” means that a substantial portion of the course activities—texts, assignments, projects, and so on, will clearly address the general education course-level outcomes and that these outcomes will be stated in the syllabus.

2. **Commit to Periodic Direct Assessment of Learning Outcomes.** Participating departments and faculty will commit to a periodic direct assessment of selected learning outcomes. The assessment will use a common set of standards across disciplines. These standards will be developed by the general education committee in consultation with teaching faculty and the Office of Research, Planning, and Assessment. The general education committee will establish and publish an assessment schedule so as to ensure balanced participation—both in terms of frequency and number of outcomes assessed by any one professor. After a cycle of approximately five years, all the associated learning outcomes will have undergone direct assessment.

**Student Learning Outcomes**

Course criteria and Learning Outcomes for all Perspective, Distribution and Skills Thread designations can be found on the Faculty/Advisor page of the General Education website.

**Mechanics**

1. **Body for Application Review and Approval.** The general education committee will consider (in consultation with others as appropriate) applications for Perspective, Distribution, and Skills Thread designations.

2. **Eligibility.** All departments are eligible to apply for all three Perspective designations and all three Skills Thread designations. Distribution designations may be limited based on faculty disciplinary qualifications.

3. **Public Communication.** Perspective, Distribution and Skills Thread designations will be indicated in WebAdvisor and posted on the General Education website.

4. **Maintenance-Oversight.** Once a course is approved for a designation, it will be the responsibility of the department head in consultation with the office of general education to maintain adherence to the criteria and shared learning outcomes of the given designation.
5. **Assessment and Reporting.** Common learning outcome assessment standards are being developed and will be used by faculty teaching the particular designation at yearly assessment sessions in May. Learning outcome assessment results will be aggregated by category and reported to the college by the office of general education in its annual report. The general education committee will periodically review aggregated assessment data on all designated courses.

6. **Revision of Learning Outcomes.** After shared learning outcomes of each designation have been assessed, teaching faculty in each designation may propose changes in learning outcomes. Changes must be approved by the general education committee.

**Application Documents**

Cover/Tracking sheets and Application forms can be found on the Faculty/Advisor page of the General Education website. Required for submission are:

1. the application Cover/Tracking sheet, signed by the department head (submit a hard copy to 115 Joyner Hall),
2. the completed Application Form, and
3. a course syllabus stating General Education learning outcomes with highlighted course activities that clearly and directly address the learning outcomes (#'s 2 and 3 should be submitted electronically).