

GENERAL EDUCATION Section of Curriculum PPM (3/25/15)

Consideration and approval of General Education and Diversity (DV) course proposals are responsibilities of the Curriculum Committee. Establishing and reviewing the mission statements and intended learning outcomes (ILOs) related to the General Education program and other University degree requirements (DV) are responsibilities of the General Education Improvement & Assessment (Gen Ed) Committee.

Any course seeking general education (GE) status (new or renewing) must undergo review to ensure that it appropriately addresses the current learning outcomes for the intended core, breadth, and/or diversity (DV) area. New GE courses are expected to be offered *at least annually* and are strongly recommended to have more than one faculty member in the relevant department who can teach them.

New GE Course Proposal

A new GE course is considered a program change. Effective dates for program changes are defined in PPM 4-2a. The General Education Improvement and Assessment Committee (GEIAC) will become involved in the approval process only in the event that a course proposal is (a) seeking GE status and (b) does not receive unanimous approval from the Curriculum Committee. If both circumstances occur, the role of GEIAC will be to review the course proposal in question, as well as the pertinent mission statement and the learning outcomes, and provide a recommendation to the Curriculum Committee as to the course's suitability. (This review by GEIAC may reveal the need to update or modify the existing learning outcomes.) The Curriculum Committee will then reconsider the course proposal, in light of the GEIAC recommendation, to determine if the course proposal is forwarded to the Faculty Senate. Although the final decision rests with the Curriculum Committee, it is expected that the recommendation of GEIAC will carry significant weight.

A new course (i.e., not previously taught or not previously taught with GE status) may be conditionally approved with GE status for **1 academic year**. Final approval of a new course for GE status is contingent on *at least one semester* of assessment data in a *complete* evidence of learning rubric for the specific area of GE (for examples, http://weber.edu/oie/gen_ed_assessment.html). New courses for GE status that present *at least one semester* of assessment data and *complete* evidence of learning rubrics will be granted GE status in a specific core, breadth, and/or DV area for a period of **6 academic years**, or until major modifications of the Weber State University GE requirements warrant earlier review or the next scheduled review for its area attributes (whichever comes first).

Renewal of GE courses

A similar procedure and the same curriculum forms will be used to generate, review, and approve course proposals for renewing courses. GE courses will be notified by the Curriculum Committee of their review in the spring semester of the 5th year of renewal (see flow chart of General Education Renewal Process). GE courses will be reviewed by the Curriculum Committee with GEIAC representation to determine renewal of GE status or probation during the fall semester of the 7th year of approval. In circumstances of dissension in Curriculum Committee for a GE renewal, the process listed in New GE Course Proposals, will be followed.

GE courses seeking renewal are required to present *at least two semesters* of assessment data in a *complete* evidence of learning rubric (for examples, http://weber.edu/oie/gen_ed_assessment.html)

for the specific area. At least two semesters of assessment data are required because GE courses should be assessed at least once every 3 academic years.

GE courses that present *at least two semesters* of assessment data and *complete* evidence of learning rubrics will be renewed for a period of **7 academic years**, or until major modifications of the Weber State University GE requirements warrant an earlier review. GE courses with assessment data that fail to meet stated thresholds will *not necessarily* be placed on probation, as long as there is a clear and actionable plan to address the problem (e.g., revision of pedagogy and/or learning outcomes). GE courses that fail 1) to present *at least two semesters* of assessment data, 2) to present *complete* evidence of learning rubrics, and/or 3) to execute an action plan to address problems will be placed on probation.

GE courses placed on probation during a 7th year fall review will retain their GE designation for the 7th year spring semester and subsequent academic year (8th year) so that they may execute an action plan to rectify the problem. Departments sponsoring a GE course placed on probation are required to submit an action plan by the first Curriculum meeting of the 7th year spring semester (see flow chart). This action plan must detail a timeline and method for collecting measurable assessment data in the GE course in *at least one semester* of the following academic year.

At the first Curriculum meeting of the 8th year spring semester, the execution of the action plan will be reviewed to determine whether the course will be renewed or continue on probation. GE courses removed from probation will be renewed for a period of **6 academic years**, or until the next scheduled review for its area attributes. GE courses that fail to provide and/or execute successfully their action plan during their probationary period will continue on probation.

GE courses on continuing probation must resubmit an action plan by the final Curriculum meeting of the 8th year spring semester. This action plan must detail a timeline and method for collecting measurable assessment data in the GE course in *at least one semester* of the following academic year. The Department Chair, Dean & Provost must attend the first Curriculum meeting of the 9th year spring semester (2nd year probation) to discuss the execution of the action plan. GE courses removed from probation will be renewed for a period of **5 academic years**, or until the next scheduled review for its area attributes. GE courses that fail to provide and/or execute successfully their action plan during the continuing probationary period will remain on probation indefinitely with required annual review of assessment action plans involving the Chair, Dean, Provost and Curriculum committee until the problem is resolved.

Flow Chart of General Education Renewal Process

