

Protocol for creating, listing, and assessing G-PAC courses

After 2010, for adding courses to or deleting them from G-PAC:

- Departments identify courses they think should be in G-PAC and construct:
 - Syllabus that specifically identifies analytic learning goals and perspective/communication learning goals if appropriate
 - Assignment that will assess student ability to meet those learning goals
 - Rubric or other method for ensuring that assignment is a direct assessment
 - Statement on how assessment of the course will proceed on a yearly basis
- Departments submit documentation for course to Associate Dean of Undergraduate Studies for review. The dean may ask for advice, as necessary, from the Undergraduate Studies committee and faculty may appeal decisions of the Dean to that Committee.
- To remove a course from G-PAC, departments notify Dean of Undergraduate Studies

Assessment of General Education courses:

- Departments are expected to assess their G-PAC courses once a year.
 - Departments establish procedure to review results of direct measures in G-PAC courses and recommend action for teaching those courses the following year based on that review.
 - Departments are expected to maintain a file of their G-PAC courses and assessments which consists of (for each course):
 - Syllabus that specifically identifies analytic learning goals and perspective/communication learning goals if appropriate
 - Assignment that will assess student ability to meet those learning goals
 - Rubric or other method for ensuring that assignment is a direct assessment
 - Statement on how the course was assessed and what action was taken.
This statement should explain:
 - *Which learning goal was addressed;*
 - *The range of student abilities with respect to the learning goal;*
 - *Specific concerns about student abilities;*
 - *Specific plan for achieving improvement*
 - *If courses fulfill more than one requirement (such as critical thinking and global/cross-cultural) then each requirement must be assessed*
 - *Departments only need to assess one learning goal per requirement for each course each year*
 - *Chairs should fill in a reporting sheet on G-PAC courses to accompany other assessment materials submitted at the end of the year with the department annual report*