

Appendix 3

GENERAL EDUCATION PROGRAM

CHARTER AND ACADEMIC PROGRAM REVIEW

The academic program review of general education includes the traditional program, both upper and lower division requirements/courses, and the Summit program. An updated charter governs program operations as approved by the provost.

The academic program review self study for the general education program is completed by the Faculty Director for General Education in collaboration with the General Education Subcommittee of the University Educational Policies Committee and under the direction of the Vice Provost. The academic program review for general education adheres to the following path for development and review:

1. Faculty Director for General Education and General Education Subcommittee
2. University Educational Policies Committee
3. Colleges (Deans, Curriculum Committees)
4. University Educational Policies Committee (to Academic Senate via Senate Executive Committee on UEPC's recommendation)
5. Vice Provost (as delegated by the Provost)

Specific recommendations resulting from the academic program review that establish or revise policy follow normal campus procedures for policy approval via the Academic Senate and President.

MISSION

PROGRAM GOALS

STUDENT LEARNING OBJECTIVES/OUTCOMES

- A – G and Multicultural

PROGRAM DESCRIPTION/COURSES

- Program Structure (Traditional and Summit)
- Policies
- Course approval criteria and processes
- Course Ordering Requirements
- Pedagogy/Instructional Delivery (e.g., face-to-face, distance learning, hybrid)
- Scheduling (classroom space, day/evening, time modules, term)
- Distribution of courses across disciplines

LEADERSHIP/ORGANIZATION

- Program leadership
- Governance Structure and Responsibilities
- Administrative Accountability
- Process for selection of program leader

FACULTY

- Program faculty (faculty demographics and qualifications)
- Faculty Responsibilities

ADVISING

- Advising structure, responsibility, and effectiveness of processes

FISCAL

- Fiscal support

ASSESSMENT OF STUDENT LEARNING AND PROGRAM EFFECTIVENESS

Review effectiveness of the general education program elements as noted above, with reporting specifically focused on student learning.

- Student learning objectives
- Methods used for assessing learning objectives
 - Direct and Indirect
 - External reviewers
- Description of how data were collected, how data were used to make recommendations for improving student learning and the General Education program, and what actions for improvement are recommended.

CURRICULUM MAP

- Illustrate General Education learning goals by General Education Area
- Track the introduction and reinforcement of General Education learning goals in lower/upper division
- Assess student achievement and levels of attainment of General Education learning goals

OUTCOMES OF ACADEMIC PROGRAM REVIEW

Academic Program Review

- Academic Program Review -- Executive Summary of Findings of Program Effectiveness
- Implementation Plan – List of recommended actions and timeline to the University Educational Policies Committee

Program Document

- Description of General Education Program
- General Education Requirements, Policies, Procedures
- Student Learning Goals by Area
- Content Requirements by Area
- Assessment of Student Learning Outcomes
- Faculty Qualifications and Responsibilities
- Organizational Structure; Governance; Program Leadership

Self Study for Reaccreditation

- Information for inclusion in Educational Effectiveness Review Report for Self Study