

2019-2020 General Education Directors' Annual Report

This academic year, working throughout campus with our colleagues, we were happy to accomplish the following:

- 1) Staffed a table at Welcome Week in August 2019 to promote the visibility of the General Education program.
- 2) In fall 2019, held three cluster group meetings each with faculty teaching in the following five Gen Ed requirements: U.S. Diversity; Computer Literacy; Visual Literacy; Health and Wellness; and Non-Western Cultures to establish assessable Student Learning Outcomes (or SLOs), based on course Essential Characteristics. Once the SLOs were established, we developed draft rubrics for faculty to edit and approve in the final cluster group meeting.
- 3) In fall 2019, met several times with the Librarians, who teach Information Literacy. We discussed how to deliver this course under the new Gen Ed program, when it begins in fall 2021, as a tagged element of a content course. We further considered how to assess both the stand-alone Information Literacy course Q110, which will continue to be offered by the library, as well as tagged Information Literacy courses. We helped coordinate several pilots of courses tagged with Information Literacy for spring 2020.
- 4) At the end of fall 2019, met with faculty teaching Common Core classes (A190/A399; B190/B399; T190/T390; N190/N390), Quantitative Reasoning classes and Critical Thinking classes to discuss the assessment process.
- 5) As a result of the Common Core assessment meeting, faculty teaching N190 had questions about the SLOs. We corresponded via email and then staged a meeting in early spring 2020 to modify an SLO.
- 6) As a result of the Common Core assessment meeting, faculty teaching T190 had questions about the SLOs. We corresponded via email and then staged a meeting in early spring 2020 at which faculty eliminated an SLO by way of vote.
- 7) Met with the Philosophy Department to discuss T190.
- 8) Collected assessment data from faculty teaching A190/A399, B190/B399, T190/T390, and N190/N390.
- 9) Collected pilot assessment data from faculty teaching Quantitative Reasoning classes and Critical Thinking classes.
- 10) In spring 2019, we had planned to hold assessment sessions for faculty teaching Visual Literacy, U.S. Diversity, Non-Western Cultures, Computer Literacy, and Health and Wellness. However, because of the transition on-line due to COVID19, we emailed everyone and delayed that assessment until fall 2020.
- 11) Collected syllabi with posted Gen Ed SLOs (as requested by the HLC) in summer 2019, fall 2019, and spring 2020. (Spring 2020 is the semester the HLC has specifically requested.)
- 12) Presented at the CLAS retreat.
- 13) Corresponded with Yu Song, current Assessment Director.

- 14) Met several times with Keith Dawson, Registrar, Terri Langel, Assistant Registrar, and Craig De Meyer to discuss tagged courses, course attribute notations, and piloting tagged courses prior to the new Gen Ed implementation.
- 15) Corresponded with Kari Fisher in USSS about AAR programming and the new Gen Ed.
- 16) Met with the Professional Advisor Committee.
- 17) Presented at UCET orientation for new part-time faculty in summer 2019 and winter 2020.
- 18) Working with members of the Gen Ed Committee, streamlined the Gen Ed Common Core Essential Characteristics. Presented the streamlined Essential Characteristics to nine Gen Ed cluster groups. Five were presented for consideration to the Academic Senate in spring 2020. They will be voted on in fall 2020.
- 19) Coordinated with Academic Senate President and the Executive Committee in order to get on the Academic Senate agenda.
- 20) Presented regularly at Academic Senate.
- 21) We were pleased when our proposal about generating Student Learning Outcomes was accepted at the national AACU General Education conference General Education, Pedagogy, and Assessment in Jacksonville, FL in Feb. 2020. Our presentation, "General Education Assessment, Faculty Engagement, and Student Success," was well-received.
- 22) Met weekly to discuss our progress.
- 23) Met monthly with interim Executive Vice Chancellor of Academic Affairs, Linda Chen.
- 24) Met regularly with the General Education Committee, on which we serve ex-officio.
- 25) Circulated a draft of the Gen Ed assessment process to the Gen Ed Committee for their approval.
- 26) Kristyn continued to update the General Education website.
- 27) Kristyn loaded assessment data and information into Taskstream.
- 28) Kristyn maintained and updated the Gen Ed Director time line (see below).
- 29) Elaine created a list of General Education Common Core course descriptions for spring, summer, and fall 2020, including updating fall 2020 to reflect changes in delivery in response to COVID 19.
- 30) Elaine hired three General Education work study undergraduate students. In summer 2020, we met weekly with the two remaining work study students.
- 31) With the Gen Ed interns, developed a marketing campaign of flyers for the Gen Ed program.
- 32) Met with the student Marketing Club to discuss General Education slogans and marketing materials.
- 33) Met with the Student Government Association to discuss the new General Education program, as well as Gen Ed marketing materials.

Final Comments

Responded well to COVID. Ready for HLC. Nice to have work study students. Transition in leadership.

Next Year 2020-2021

Crunch in fall because of pause during spring 2020.

[General Education Tasks and Assessment Plan 2019-20.pdf](#)

The time line is a work in progress, but next academic year we plan to:

- 1) Meet with faculty teaching Financial Literacy classes to establish course General Characteristics and then SLOs.
- 2) Meet with all the campus constituencies again to discuss the new Gen Ed program and their articulation with it.
- 3) Meet with the Professional Advisor Committee to discuss the new Gen Ed program.
- 4) Streamline the Gen Ed Common Core course proposal forms, based on the revised SLOs and the revised Essential Characteristics.
- 5) Develop mechanisms for tracking student Gen Ed petitions.
- 6) Create Gen Ed Talking Points and Frequently Asked Questions.
- 7) Collect Gen Ed syllabi with posted Gen Ed SLOs.
- 8) By the end of the fall 2020 semester, circulate a draft of the Gen Ed HLC report.

Contact Us

Feel free to get in touch if you have any feedback, thoughts, or suggestions about IUSB's General Education program, and/or the Gen Ed assessment process.

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