# **General Education Council**

## Member Resource Guide

University of South Florida

### GENERAL EDUCATION COUNCIL (GEC) BASIC INFORMATION

Overview		
CHARGE		
RESPONSIBILITIES		

E)TGTc (Me)110

#### **Intellectual & Practical Skills Tier**

#### **Transfer Students**

#### **EGE** ASSESSMENT

#### **APPENDIX**

#### RUBRICS USED TO REVIEW COURSE PROPOSALS

V.		assignments— two assignments (named #GEA1 and #GEA2) must be uploaded to the course sal system. The following conditions should be met with regard to the #GEA assignments.
		Two #GEA assignments are uploaded.
		The Gen Ed SLOs and the required Gen Ed attributes are clearly embedded in the assignments.
		The Gen Ed SLOs and the required Gen Ed attributes are adequately assessed with the assignments.
		Grading rubrics are included with the assignments. The Gen Ed Council prefers to have grading rubrics included with the uploaded assignments that show how the SLOs and Gen Ed attributes are assessed.
VI.		<b>Communication</b> – A communication selection has been made (written, oral, or both), and the methods for achieving the communication requirement are clearly described. If Written Communication is chosen, the process for students to receive and use feedback has been detailed.
VII.		The proposal is complete, especially with respect to the explanations/justifications.
VIII.		The course is designed to sufficiently convey the SLOs and Gen Ed attributes to students.
IX.	Recom	mendation:

	ɔ	when the various sides are credible according to discipline-specific indicators of authority.
	6	Summarize the key changes in scholarly perspective over time on a particular topic within a specific discipline.
	7	. Formulate questions for research based on information gaps or on reexamination of existing, possibly conflicting, data, then use the questions as a guide to organize information in meaningful ways.
		he selected SLOs are incorporated in the course content and included in the syllabus erbatim.
II.		s (if also applying for GCP certification)—at least two Global Citizens Project (GCP) SLOs selected from the list provided in the proposal.
	T	he GCP SLOs are incorporated in the course content and included in the syllabus verbatim.
		GCP assignment is included that meets the specified requirements and assesses the elected SLOs.
III.	Gen Ed S	yllabus Statement:

Communication is chosen, the process for students to receive and use feedback has been detailed.

VII. T

III.	Gen Ed Syllabus Statement: "This course is part of the University of South Florida's General Education Curriculum. It is certified for Human & Cultural Diversity. Students enrolled in this course will be asked to participate in the USF General Education assessment effort. This will involve submitting copies of writing assignments for review via Canvas."		
	The Gen Ed statement is included in the syllabus verbatim.		
IV.	The following GEC required attributes are embedded and assessed in the course.		
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II.	PERSONAL & SOCIAL RESPONSIBILITY TIER (ETHICAL REASONING &
	COMMUNITY ENGAGEMENT, ERCE) (TGEE)

PERSONAL AND SOCIAL RESPONSIBILITY (ERCE) TIER COURSE PROPOSAL CHECKLIST

Course:			

I. GCP SLOs—both

V.	A U.N. Sustainable Development Goal(s) is selected. (This is not mandatory for approval.)
VI.	<b>Gen Ed Syllabus Statement:</b> "This course is part of the University of South Florida's General Education Curriculum. It is certified for Ethical Reasoning & Civic Engagement. Students enrolled in this course will be asked to participate in the USF General Education assessment effort. This will involve submitting copies of writing assignments for review via Canvas."
	The Gen Ed statement is included in the syllabus verbatim.
VII.	The following GEC required attributes are embedded and assessed in the course.
	Critical and Analytical Thinking Communication—written, oral, or both Problem Solving
VIII.	#GEA assignments— two assignments (named #GEA1 and #GEA2) must be uploaded to the course

### III. INTEGRATIVE & APPLIED LEARNING TIER, HIP (TGEH)

### INTEGRATIVE AND APPLIED LEARNING (HIP) TIER COURSE PROPOSAL CHECKLIST

HIP SLOS—the course content and the s	syllabus <i>must include all four</i> of the following SLOs:
1. Students will engage in meaningful	critical reflection in required coursework.
<ol><li>Under professional oversight, stude techniques and/or dispositions.</li></ol>	ents will utilize contextually-appropriate behaviors, tools,
3. Students will integrate discipline-sp	pecific knowledge into the contextualized experience.
4. Students will synthesize discipline-a	appropriate learning via a culminating assignment.
These SLOs are incorporated in	n the course content and included in the syllabus verbatim.
Which HIP attribute is selected in the co	ourse proposal? <i>ONE must be selected</i> .
Internship	Field Study Capstone
Community Engaged Learning	Education Abroad
Undergraduate Research	Collaborative Learning
additional SLOs. Following are the addiselected. Additional required SLOs must that you selected to ensure the appropriate the appropriate that you selected to ensure the additional selected to ensure the additional selected.	Os listed above. Some HIP courses are required to include tional SLOs listed based on the specific HIP attribute that is the included in the course syllabus. Go to the HIP attribute riate SLOs are incorporated in the course or the questions
additional SLOs. Following are the addiselected. Additional required SLOs must that you selected to ensure the approprosed in the proposal are answered.  INTERNSHIP (INT): Internship courses in the proposal selected.	tional SLOs listed based on the specific HIP attribute that is at be included in the course syllabus. Go to the HIP attribute riate SLOs are incorporated in the course or the questions must be vetted by the Office of Internships and Career
additional SLOs. Following are the addiselected. Additional required SLOs must that you selected to ensure the approprosed in the proposal are answered.  INTERNSHIP (INT): Internship courses a Readiness (INT). These courses are required.	tional SLOs listed based on the specific HIP attribute that is at be included in the course syllabus. Go to the HIP attribute riate SLOs are incorporated in the course or the questions must be vetted by the Office of Internships and Career uired to include the following two additional SLOs:
additional SLOs. Following are the addiselected. Additional required SLOs must that you selected to ensure the approprosed in the proposal are answered.  INTERNSHIP (INT): Internship courses a Readiness (INT). These courses are required.  Students will apply classroom known	tional SLOs listed based on the specific HIP attribute that is at be included in the course syllabus. Go to the HIP attribute riate SLOs are incorporated in the course or the questions must be vetted by the Office of Internships and Career uired to include the following two additional SLOs: yledge to critically consider and address issues.
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additional SLOs. Following are the addiselected. Additional required SLOs must that you selected to ensure the approprosed in the proposal are answered.  INTERNSHIP (INT): Internship courses are required.  Students will apply classroom known 2. Students will apply classroom known 2. Students will provide discipline-approximinating assignment (e.g., essay these SLOs are incorporated in All Internship courses must include the Detailed syllabus	tional SLOs listed based on the specific HIP attribute that is at be included in the course syllabus. Go to the HIP attribute riate SLOs are incorporated in the course or the questions must be vetted by the Office of Internships and Career uired to include the following two additional SLOs: vledge to critically consider and address issues. Propriate evidence of their learning in the course via a reportfolio, performance, etc.)  In the curse content and included in the syllabus verbatim.  following:  On-boarding/orientation and supervisory support
additional SLOs. Following are the addiselected. Additional required SLOs must that you selected to ensure the approprosed in the proposal are answered.  INTERNSHIP (INT): Internship courses are required.  Students will apply classroom known 2. Students will apply classroom known 2. Students will provide discipline-approximating assignment (e.g., essay these SLOs are incorporated in All Internship courses must include the	tional SLOs listed based on the specific HIP attribute that is at be included in the course syllabus. Go to the HIP attribute riate SLOs are incorporated in the course or the questions must be vetted by the Office of Internships and Career uired to include the following two additional SLOs: vledge to critically consider and address issues. Propriate evidence of their learning in the course via a reportfolio, performance, etc.)  In the curse content and included in the syllabus verbatim. following:

- 1. Students will apply classroom knowledge to real world observations through the collection of empirical data (quantitative or qualitative).
- 2. Students will produce an end product or products (e.g., learning journals, final paper, presentation) that clearly integrate(s) classroom knowledge with field study observation.

These SLOs are incorporated in the course content and included in the syllabus verbatim.

All Field Study Courses must include an assignment or series of assignments in which students must demonstrate their ability to connect their out-of-classroom experiences to their assigned readings, lectures, and other classroom learning activities. These assignments should include a reflective component (i.e., what the student observed and how these observations contributed to the student's overall learning in the course). Field study activities may be completed individually or collaboratively, but must total 15-20 hours of out-of-classroom observations and data collection. Field study learning assignments should constitute approximately 15 – 20 percent of the student's overall assessment for the course.

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IV.	Gen Ed Syllabus Statement: The following statement must be included in the course syllabus.
	"This course is part of the University of South Florida's General Education Curriculum. It is certified for High Impact Practice. Students enrolled in this course will be asked to participate in the USF General Education assessment effort. This will involve submitting copies of writing assignments for review via Canvas."
	This statement is included in the syllabus verbatim.
V.	The following GEC required attributes are embedded and assessed in the course.
	Critical and Analytical Thinking Communication—written, oral, or both Problem Solving
VI.	<b>#GEA assignments</b> — two assignments (named #GEA1 and #GEA2) must be uploaded to the course proposal system. The following conditions should be met with regard to the #GEA assignments.
	Two #GEA assignments are uploaded.
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	The Gen Ed SLOs and the required Gen Ed attributes are adequately assessed with the assignments.
	Grading rubrics are included with the assignments. The Gen Ed Council prefers to have grading rubrics included with the uploaded assignments that show how the SLOs and Gen Ed attributes are assessed.
VII.	Communication – A communication selection has been made (written, oral, or both), and the methods for achieving the communication requirement are clearly described. If Written Communication is chosen, the process for students to receive and use feedback has been detailed.
VIII.	The proposal is complete, especially with respect to the explanations/justifications.
IX.	The course is designed to sufficiently convey the SLOs and Gen Ed attributes to students.
Χ.	Recommendation: Approve Approve with revisions Revise & resubmit
XI.	Comments: