

APPLICATION PROCESS FOR PROPOSING A COURSE FOR INCLUSION IN THE GENERAL EDUCATION PROGRAM

Approved by the General Education Committee (20 April 2018)

Approved by Faculty Senate (9 November 2018)

All courses offered or proposed for General Education credit must meet the criteria listed in this document. Courses currently in the program must maintain these requirements to continue their General Education status. *If any of the following criteria are not being met, the committee will refer to the respective college dean with a recommendation ranging from corrective action, removal from General Education (for breadth courses only), or referral to the Provost.* The General Education Committee of the Faculty Senate reviews courses for acceptance and monitoring the status of current courses in the curriculum. Criteria include:

1. General Education courses must be open to all students with the exception of courses with an IDH prefix (specifically designated as Honors).
2. General Education courses must be offered on a regular basis, defined as a minimum of once per academic year.
3. Course syllabi must annually identify student learning outcomes for assessment. Departments must assess and report assessment findings and specific decisions related to course improvement for all General Education courses taught. Assessment findings must include a definition of “competent” and the extent to which students in the class met the level of competency, usually expressed as a percentage.
 - Courses designated as Gordon Rule Writing must select one of the Communication SLOs for their contribution to the assessment of writing.
 - Courses designated as Gordon Rule Math must assess Critical Thinking.
4. All sections of General Education courses are required to include in their syllabi a variation of the following statement, amended to reflect their particular courses and the student learning outcomes selected.

[Course Name] is designated as a General Education course. The General Education curriculum at the University of West Florida is designed to provide a cohesive program of study that promotes the development of a broadly educated person and provides the knowledge and skills needed to succeed in university studies. This course has been approved as meeting your requirement in the *[Distribution area]* area. The major General Education learning outcomes for this course are *[Learning Outcome 1]* and *[Learning Outcome 2]*.

If you are interested in a major in *[your academic program]* you should contact the *[your academic department]* at *[department main phone number]*. If you are undecided about your major, you should contact your academic advisor or Career Services at 850-474-2254.

5. Each fall and spring semester every instructor in all sections of General Education courses are required to respond to the call for feedback on attendance and academic progress by the deadline(s) indicated.
6. All courses must provide consistent* instruction and common student learning outcomes across all sections and presentation modalities of the same General Education course (online, blended, face-to-face).
*The General Education Committee recognizes Academic Freedom exists in the selection of course materials and determining grades as outlined in the CBA and university policies.
7. Instructors in all General Education courses must regularly take attendance and conduct at least one low-stakes graded assignment of their choice prior to the fourth week of the semester.
8. All sections of every General Education course must include theoretical components that introduce students to the parent discipline. The General Education program is designed such that courses should include some degree of applicability of the subject matter to students' personal and/or professional development.
9. Courses applying for inclusion in the General Education program must meet the requirements for their particular distribution area as detailed below.

GENERAL EDUCATION DISTRIBUTION AREA DESCRIPTIONS

I. Communication (6sh)

A traditional two-semester beginning composition sequence. First-year composition consists of ENC 1101, Introduction to Academic Writing and Research, and ENC 1102, Introduction to Public Writing, which are rhetorically-based and writing-process courses that satisfy the Gordon Rule requirement. Students learn to analyze, interpret, research, and invent arguments in a variety of genres and contexts for diverse audiences. Readings and compositions consist of print and multimodal texts.

II. Mathematics (6sh)

Investigations of and practice in the various facets and methods of mathematics ranging from algebra and geometry to calculus and statistics. Students should complete the General Education Mathematics requirement by choosing courses designated as Gordon Rule.

III. Social Sciences (at least 6sh)

- Explorations of the geographical, cultural, political, and religious environments of societies in order to understand the process of their development -OR-
- Investigative surveys of the current knowledge and theory which places human beings at the intersection of their own reasoning and language abilities, biological forces, genetic heritage, and environmental contexts -OR-
- Investigations of modern theories concerning the social and political systems created by human beings and the influence of those systems on human thought and action.

IV. Humanities (at least 6 sh)

- Investigations of literary texts from various nations and historical periods chosen to reflect either literary genres or literary traditions -OR-
- Explorations of the nature of the fine arts, either through the practice of one of its disciplines or the study of its historical patterns -OR-
- Investigations of the frameworks, values, viewpoints, and expressions, which provide guidance for contemporary living in a heterogeneous and multicultural society.

V. Natural Sciences (at least 6 sh)

- Investigations into and explorations of nature's organic creations using standard discipline methods to discover the rules that govern nature -OR-
- Investigations into and explorations of nature's inorganic creations using standard discipline methods to discover the rules that govern nature.

General Education Learning Outcomes
 Approved by the General Education Committee (14 April 2017)
 Approved by Faculty Senate (13 October 2017)

Communication	
<i>Comp I and some Non-Composition Gordon Rule Writing*</i>	Compose and revise a researched academic paper that adheres to discipline-specific conventions. (Rubric Elements: Gather information from credible sources, use appropriate editorial style for an audience, formulate a coherent argument, and maintain academic integrity.)
<i>Comp II and some Non-Composition Gordon Rule Writing*</i>	Produce (through revision) effective written communications that support author intent and address a specific audience. Notes: Audience includes readers in a specific discipline as well as a specific community. Author intent might be to write about writing. Analyzing information critically is part of the revision process.
Critical Thinking	
<i>Mathematics</i>	Apply mathematical principles to determine a strategy for solving a problem.
<i>Mathematics</i>	Execute appropriate mathematical techniques for solving a problem and interpret results of a solution.
<i>Humanities</i>	Interpret and analyze tools and techniques of communication within cultural forms or cultural contexts. Explanatory note: <i>Forms</i> refers to media used for communication (art, music, theatre, dance, language, etc.). <i>Contexts</i> refers to time, place, or people involved in the cultural communication.
<i>Social Sciences</i>	Solve problems using social science methods.
<i>Natural Sciences</i>	Evaluate scientific information using appropriate tools and strategies of the discipline.
Integrity / Values	
<i>Humanities</i>	Identify the intrinsic value of culture and cultural artifacts.
<i>Social Sciences</i>	Reason ethically in an appropriate disciplinary context.

* Non-Composition Gordon Rule Writing courses must select one of the communication SLOs for their contribution to the assessment of writing.