**APM G.E. Policy 215**

**E. Assessment**

Beginning in the 2017-2018 AY, assessment will be conducted in the following manner:

1. Departments will no longer collect G.E. assignments or write a G.E. report assessment yearly
2. All incoming students will be provided access to an ePortfolio program through the university’s course management system and will be informed, as part of their freshman or transfer orientation, of both how to use the program and why it will be helpful to them.
3. Basic requirement: After completing each of their 16 required GE courses, students will submit a completed course assignment to their GE Program ePortfolio that was specified by the course instructor as fulfilling one or more of the GE learning outcomes for that course; students will, if possible, indicate within their submission which GE learning outcome their assignment addressed.

After completing each broad GE area (A, B, C, D, E, UD) students will reflect on their learning across the different GE courses in that area. Students must choose at least two of the lower division GE areas (A, B, C, D, E) on which to submit an original written reflection of at least 300 words each to their GE ePortfolio. Students must also submit one 300-word reflection on the upper-division courses they took in GE areas IB, IC, ID, and MI. All student reflections will respond to a guided question in the ePortfolio regarding their learning within or across different GE areas.

Since 12 of the 16 submitted GE course assignments and 2 of the 3 written reflections are for lower-division GE courses, students must submit at least 8 of these assignments and at least 1 of the 2 lower division reflections prior to meeting with their academic advisor for their 75-unit mandatory advising meeting; their registration hold will not be lifted until they have done so.

The 4 designated assignments and one written reflection for students’ 4 upper-division GE courses should be submitted prior to graduation. [At least 2 of the 4 assignments must be submitted before a 100-unit registration hold will be lifted.]

Transfer students will only submit the assignments and reflection for their upper division GE courses taken at Fresno State.

Students who submit all 16 designated GE assignments and 3 GE reflections to their GE ePortfolios by a specified deadline prior to graduation will be recognized at graduation for their achievement.

1. Professors will be required to clearly state on their GE syllabus which assignment(s) correspond to which GE learning outcome(s) in addition to listing the GE learning outcomes for the appropriate area on their syllabus.
2. In order to respect the principle of academic freedom, course content and the development of assignments that will be submitted as artifacts are the instructor’s sole responsibility and specific common or “signature” assignments cannot be mandated by either the GE Committee or GE Assessment Sub-committee. However, common assignments and criteria for assessment that have been developed voluntarily by departments may be used for assessment purposes.
3. As currently stated in APM 215, “Courses must cover subjects by exploring major ideas, themes, and concepts consistent with the intent of the sub-area goals, specifications, and learning outcomes, all of which should be integrated into the course in a meaningful way.” Therefore, if an assignment is not aligned with the appropriate GE learning outcome(s), the instructor will be asked to replace it with another assignment designed by the instructor that is appropriate and if the professor or department do not do so, the course may be deleted from GE. Syllabi and student assignments will be used to verify that G.E. courses are meeting the requirements of APM 215.
4. A current syllabus for each G.E. course will be filed with the Dean of Undergraduate Studies and be made available to faculty conducting assessment activities.
5. None of the data gathered in GE assessment, or included in the reports produced by the GE Assessment Committee, can influence or be used to make personnel decisions or to evaluate the performance of a department or program. These reports also cannot be considered during program review.
6. All criteria/rubrics/ or other measures developed by faculty committees must correspond to the current GE learning outcomes for lower and upper division courses, as approved by the Academic Senate, and be used solely to assess whether or not students have demonstrated proficiency in these learning outcomes.
7. A new GE assessment committee consisting of ten faculty members, the Director of Assessment and one student representative will be created and will be a sub-committee of the GE Committee. All ten faculty members will be elected through the normal “call for service” process used by the Academic Senate. No more than two individuals from the same college may serve on the sub-committee at the same time and at least half of the committee members must have taught GE. In each year new members are elected to the GE sub-committee, preference will be given to faculty who teach in the areas of GE being assessed that year. Five of the ten members of the GE Assessment sub-committee do not have to have any experience teaching GE courses.
8. For the purposes of official G.E. assessment, common criteria or a rubric with a minimum of two criteria will be used to evaluate the assignments. The common criteria or rubric will be one that has been either developed or approved by faculty who teach in the specific area of GE that the specific criteria/rubric will be used to evaluate.