Implementation Process for the New General Education Program

Responsibility of the Faculty Senate Executive Committee (FSEC)

1. FSEC will initiate the implementation process for the new General Education Program by establishing a General Education Implementation Steering Team.1,2.

2. FSEC shall ensure that appropriate Faculty Senate Committees, e.g. University College and General Education Committee (UCGE), Learning Outcomes Oversight Committee (LOOC), as well as Office of Student Learning, Outcomes Assessment and Accreditation (SLOAA), and academic units (colleges, schools, and departments), will provide observable learning outcomes as appropriate for program improvement and to adequately satisfy the requirements of the New England Association of Schools & Colleges (NEASC: Academic Program, Standard 4). These goals/outcomes should be consistent across the general education curriculum.

3. FSEC will receive feedback from the General Education Steering Team and other relevant committees regarding progress and challenges pertaining to the General Education Implementation Process. It will confer with the Provost about resources necessary for implementation and will ensure that the University community is kept informed about the process and progress of implementation. It will make its findings and recommendations available to the General Education Implementation Steering Team and work with the Steering Team as needed to ensure a consistent and efficient process.

Responsibility of the General Education Implementation Steering Team

A General Education Implementation Steering Team will be established in July 2014 to oversee the implementation process of the new General Education Program for the University of Rhode Island, approved by the Faculty Senate on March 20, 20141. It will be responsible for directing and monitoring the detailed implementation steps for the new program. This Steering Team will be a small working group composed of a Chair together with representatives from the colleges, departments and offices most actively involved in the implementation process. The Chairperson will be selected by FSEC; other members of the team will be suggested by stakeholders in undergraduate education (see the list of pertinent stakeholders at the end of this document) and will be selected by the Chairperson of the FSEC in collaboration with the Steering Committee Chairperson.

The Steering Team will be responsible for keeping the Faculty Senate and all other sectors of the university informed about procedures and progress toward implementation of the new General Education program.
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<tr>
<th>Responsibility of the General Education Implementation Steering Team</th>
<th>Responsibility of UCGE working with Student Learning, Outcomes Assessment and Accreditation (SLOAA)</th>
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<td>The new General Education Program must meet the needs of university students and the standards of accrediting, certification and licensure bodies and must be compatible with ongoing assessment and improvement activities. The Steering Team should engage the entire university community in the implementation of the program and report back to the Faculty Senate Executive Committee on process, timeline, and products. The Steering Team shall:</td>
<td>1. In Phase 1, establish each of the eleven learning outcomes specified in the new General Education Program. The purpose is to provide the learning outcomes framework for faculty members revising or generating new courses so that faculty can ensure that submitted courses will be compatible with expectations. In tandem, work with SLOAA to determine the assessment procedures needed to identify areas ultimately requiring evaluation, without being so prescriptive that they will limit course creation in diverse areas of specialization (i.e., they need to be usable and transparent). The assessment procedures for course outcomes should be consistent across the general education program.</td>
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<td>1. Monitor progress on subtasks that are necessary to complete before the Call for Course Proposals for the new General Education program can be disseminated to the faculty:</td>
<td>2. In Phase 2, develop an evidence-based strategic plan for the on-going review of the learning outcomes for the general education program and a timeline for reporting on learning outcomes.</td>
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<td>a) Delivery from UCGE/SAGE of learning outcomes for general education courses (i.e., specification of each of the eleven learning outcomes).</td>
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<td>b) Delivery from SLOAA of assessment guidelines for General Education courses.</td>
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<td>2. Develop a smooth and efficient process by which colleges and departments are informed about the learning goals criteria and the assessment expectations, and about how to move forward to submit courses (modified or newly created) to the General Education Committee/CAC for review for the new General Education program.</td>
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<td>3. Determine level of involvement that colleges, schools, and departments plan on making or are making to the new general education program (i.e., number of courses and sections of those courses for particular learning outcomes).</td>
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4. Collaborate with the Vice Provost for Enrollment Management to analyze the minimal number of courses needed in the new program for each learning goal, as well as the types of courses, minimal and maximal class sizes, seats needed, etc. to meet program goals and determine the resources required for each. Likewise, consider the specific general education course requirements for individual colleges to inform determination of the numbers of sections/seats needed.

5. Consider successful implementation of outcomes-based general education models within the New England States region and beyond as necessary to inform the implementation process.

6. Provide recommendations to the FSEC regarding resources and faculty development needed within colleges, schools, and departments, or amendments if necessary, to carry out the new general education program.

7. Provide periodic updates to FSEC and the stakeholders regarding progress and inviting input.

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1Bill 13-14--21 approved Faculty Senate 3/20/14. 

2Note: the General Education Committee submitted a report documenting the work of the committee from 2009 to January 2014 that may have information useful to the taskforce regarding implementation. http://www.uri.edu/facsen/about/committees/minutes/2013-2014/UCGE/UCGE_report_final.pdf

**Anticipated Timeline:**

- July – September 2014: The Steering Team Chair and Steering Team members are selected and given their charge.

- September 2014: The Steering Team begins to address the charge. Meeting of stakeholders takes place.
• October 2014: UCGE report of learning outcomes for general education. Joint report to Faculty Senate from appropriate Faculty Senate Committees (e.g., University College and General Education Committee, Learning Outcomes Oversight Committee), Office of Student Learning, Outcomes Assessment, and Accreditation and academic units (colleges, schools, and departments).

• November 2014, and in January and April 2015: Steering team provides reports to FSEC delineating progress, resource needs and challenges. (Continue providing reports in November and April of subsequent years until the General Education Program has been implemented for an incoming freshmen class.) Include information about how colleges, schools and departments are moving forward on planning for general education courses (with identified learning outcomes). Include summary of the level of involvement that colleges, schools, and departments plan on making or are making to the new general education program (i.e., number of courses and sections of those courses for particular learning outcomes). Project date for implementation of the new general education program (e.g., fall 2016).

• January 2015: Course proposals for new general education courses begin to be submitted for review to the General Education Committee.

• April and October 2015: UCGE report on approval of general education courses by academic units (colleges, schools and departments) and anticipated future course proposals.

• April and October 2015: UCGE report on learning outcomes for general education. Joint report from appropriate Faculty Senate Committees (e.g., University College and General Education Committee, Learning Outcomes Oversight Committee), Office of Student Learning, Outcomes Assessment, and Accreditation and academic units (colleges, schools, and departments).

• Fall 2016: Implementation of general education program for incoming first year students.
Appendix A. General Education Implementation Key Stakeholders

Recommended representation from

1. Chair of General Education Steering Committee
2. College of A&S: Associate Dean
3. College of Business Administration: Associate Dean
4. College of Engineering: Associate Dean
5. College of the Environment and Life Sciences: Associate Dean
6. College of Human Science and Services: Associate Dean
7. College of Nursing: Associate Dean
8. College of Pharmacy: Associate Dean
9. Enrollment Services: Senior Associate Director
10. Faculty Senate Executive Committee appointee
11. Graduate School of Oceanography: Associate Dean
12. Information Technology representative
13. Institutional Research Office representative
14. Office of the Provost: Vice Provost for Faculty Affairs
15. Student Learning Outcomes Assessment and Accreditation: Assistant Director
16. University College and General Education Committee: Chair or appointee
17. University Libraries representative