

To: Undergraduate Faculty
From: The General Education Steering Committee
Re: Revised Graduation Requirements
Date: 11/29/10

Last spring, the faculty charged a new General Education Steering Committee to review and revise the general education requirements by December, 2010. Following division meetings, the committee carefully considered the goals of a liberal arts education, reviewed general education requirements from peer institutions, and brought a draft recommendation to the November faculty meeting. Attached is a final proposal that was revised after the November meeting.

In addition to the new requirements, the committee is making the following recommendations.

- The new requirements will be effective for students entering in August 2011.
- Students must use the Academic Catalogue that is in effect when they began studying at Goucher College.
- Divisions (departments) must propose specific, measurable learning outcomes for each general education requirement *no later than March 1, 2011*. The learning outcomes must be approved by the Assessment Committee and the General Education Committee. (For spring 2011, the General Education Committee will include the members of the existing General Education Steering Committee plus the Division Chairs.)
- Courses that will be used to fulfill one (or at most two) general education requirements must be approved. Faculty members must complete the attached form (with the department/program chair approval) and send it to the chair of the division represented by a particular requirement. After approval, the division chair must forward the completed and signed forms to the chairs of the Assessment and General Education Committees for final approval. Copies of signed forms will be given to the Registrar and the chair of the Curriculum Committee. *Faculty members **must** complete this process by April 15, 2011. Courses submitted after that date will not be included in the 2011-2012 catalogue.*
- Courses used to fulfill a particular general education requirement must explicitly address the stated “Way of Knowing” and learning objectives for that requirement. The majority of the course must address the Way of Knowing and the majority of the learning objectives.
- The Faculty should create a new standing General Education Committee that will begin work in the fall semester of 2011. The committee should be made up of the five division chairs and two members-at-large (including a member of the

Assessment Committee) and would be responsible for meeting at least once each semester to review proposals for changes in courses that satisfy general education requirements. Once every three-five years, the committee should review the courses that are being used to satisfy requirements to make sure that they are still appropriate for the designated requirements.

- If a faculty member makes substantial change to a course that fulfills one or two general education requirements, the course must be re-approved by the appropriate division (department) chair and the General Education Committee.

GENERAL EDUCATION REQUIREMENT COURSE APPROVAL FORM

Directions.

- Fill this form out completely.
 - Use the General Education Learning Objectives to determine whether or not your course fulfills a specific requirement. A majority of the course must address the Way of Knowing and the majority of the learning outcomes.
 - Obtain the necessary signatures.
 - Send this form along with a course syllabus, student learning objectives, and assignments that will be assessed (see below) to the Chair of the General Education Committee.
-
1. Course title, course number, and credits.
 2. Home department or program of the course.
 3. Other departments or programs for which the course will count towards the major or minor.
 4. Course description from the Academic Catalogue.
 5. Indicate all proposed general education requirements that will be fulfilled by this course.
 6. Describe how the majority of the course will address the appropriate Way of Knowing and the majority of the learning objectives for that Way of Knowing.

