USAC Resolution for Faculty Senate Information

From: University Studies Advisory Committee
RE: Review of University Studies Courses
Date: Oct. 27-14

In response to UNC General Administration’s requirement for campuses to develop mechanisms to assure that general education courses satisfy general education learning objectives (UNCGA policy 400.1.5[R]), the University Studies Advisory Committee is establishing a review plan for University Studies Courses.

USAC resolves that the following review process be established:

The review of approved UNCW University Studies (US) courses occur every-five-years. All 17 US components will be evaluated over a 5 year cycle to assure that US courses satisfy US learning objectives/outcomes; with 5 of 17 components of the University Studies curriculum evaluated during each year. Review of the courses will occur in a 6-step process by which all components are reviewed and a sample of courses is analyzed in a systematic and collaborative manner. The process provides for a comprehensive evaluation of each US component and an inclusive review process.

1. The Office of Undergraduate Studies creates a secure repository for US course syllabi (e.g., a Blackboard course shell or a SharePoint Support Site) organized by each academic year. A specific folder will be created for each component of US courses for each academic year within the secure repository site. The academic departments will be given access to the repository site in order to upload their US course syllabi and materials for each US component each academic year. Undergraduate Studies may assist in this process.

2. The first review cycle will occur in 2015-2016 academic year.

3. The University Studies Advisory Committee will form a Review Committee of at least nine faculty members. The Review Committee will develop a rubric against which they will assess whether the US course syllabi and their implementation plan satisfy US learning objectives/outcomes and are consistent with the syllabi and plan originally submitted for Faculty Senate approval.

4. The Review Committee selects a random subset of US course syllabi from the US components scheduled for review that year. The selected courses then will be analyzed and assessed systematically using the rubric in order to determine the degree to which the component is consistently taught in the courses and is consistent with the originally approved materials.

5. The Review Committee will hold regular meetings during the review process to discuss, build consensus, and identify courses that may need attention and monitoring for the next review cycle.
6. At the end of each review cycle, the Review Committee in collaboration with the Office of Undergraduate Studies will generate a report summarizing its findings and submit the report to USAC for its record and proper action.