

2023-2024
Unit Annual Report
Division of Academic Affairs
Unit: General Education Program Area

Please submit by June 1st to the AVP for Institutional Research & Planning

I Mission and Goal/Outcomes Statement:

The Fitchburg State University General Education Program Area is designed to serve as the centralized site for general education as a discrete yet interconnected university program. It facilitates the overarching goals and maintenance of the program, including systematic assessment of learning outcomes, builds relationships with departments and offices across campus in order to manage implementation, and emphasizes how the program intersects with and supports majors. To achieve this purpose, the Program Area seeks to communicate the value of a liberal arts and sciences general education curriculum to all university stakeholders. It consistently evaluates the program as a whole in order to improve its effectiveness in helping students achieve learning outcomes and ensure that the program is aligned with the University Strategic Plan and Institutional Learning Priorities.

II Personnel:

List all staff and note all personnel changes that occurred during 23-24.

<u>Name</u>	<u>Position</u>
Kisha Tracy, Chair	

III Facilities/Equipment:

N/A

IV Budget Expenditure Analysis:

The budget includes course releases for the Chair. All other funding was provided separately from Academic Affairs.

V Programs/Activities:

Workshops and Events

- New Faculty Academy: August 24th, 9:45AM, CTL
- Development Day: September 5th, Hammond Main Lounge
- ACT Tutors/Mentors & TRIO Student Success Squad: September 9th, 10AM, Ellis White
- [Constitution Day](#): September 18th, 3:30PM, Hammond Main Lounge (& further events)
- “Being the Best Gen Ed Advisor Q&A”: October 23rd, 12:30PM, CTL

- “What We Talk About When We Talk About Teaching Reading and Writing: A Roundtable Discussion for Fitchburg State Educators”: January 23, 3:30PM, CTL
- CTL Advanced Advisor Series - Advising Special Populations: March 19, 3:30PM, CTL
- “Follow Up: What We Talk About When We Talk about Teaching Reading & Writing”: March 28, 3PM, CTL
- “Assessing Quantitative Reasoning and Procedural and Logical Thinking”: May 2, 3:30PM, CTL

Ambassador and Assessment Program

- Development of Quantitative Reasoning and Procedural and Logical Thinking Rubrics
- Call for Artifacts for Fine Arts Expression and Analysis, Historical Inquiry and Analysis, Literary Inquiry and Analysis, Integrative Learning, and Information Literacy (Skill)
- Call for Assessors for Fine Arts Expression and Analysis, Historical Inquiry and Analysis, Literary Inquiry and Analysis, Integrative Learning, and Information Literacy (Skill)
- [Assessment Day](#): May 20, 10-2, Virtual

AAC&U Educational Resources as the Means to Enhance Integrative Learning DEF Grant

- Events held
- Development of Integrative Learning rubric draft
- Rubric draft tested at Assessment Day

Resources

- Continued SkillGuides Development
- Creation of Learning Outcome Database for General Education (LODGE) on Blackboard

Curriculum

- Offered IDIS 4200 College Learning Integration for SGOCE and IDIS 1010 College Learning Foundation for SGOCE for the first time

AUC

- Continued course approvals across learning outcomes
- Proposal to clarify that Study Away courses are equivalent to Study Abroad courses and create a "S" signifier for course sections with a study abroad/away component
- Proposal to eliminate the "Transfer Student Experience" (TSE) requirement for transfer students with 1-29 credits who have transferred in an FYE course, and for transfer students with 30-59 credits

VI Action Plan for 2023-24:

Planned Initiatives for 2023-24 Add more rows as needed	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2	Indicate if a DEI initiative
Complete development and implementation of SkillGuides	1.1	
Ambassador and Assessment Program: Development of Quantitative Reasoning, Procedural and Logical Thinking, and Digital Literacy rubrics	1.1	
Ambassador and Assessment Program: Call for Artifacts and Assessors for Inquiry, Expression, and Analysis outcomes	1.1	
Ambassador and Assessment Program: Workshops on Call for Artifacts and existing rubrics	1.1 and 4.4	
AAC&U Educational Resources as the Means to Enhance Integrative Learning DEF Grant: 2 nd Year	1.1	
Continued training of student ambassadors and faculty	2.1 and 4.4	
Development and promotion of materials (website, videos, etc.)	1.1	

VII Assessment Report for 2023-24

Planned Initiatives for 2023-24 Add more rows as needed	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2	Status
Complete development and implementation of SkillGuides	1.1	Still in progress
Ambassador and Assessment Program: Development of Quantitative Reasoning, Procedural and Logical Thinking, and Digital Literacy rubrics	1.1	Quantitative Reasoning and Procedural and Logical Thinking

		rubrics developed; Digital Literacy in progress
Ambassador and Assessment Program: Call for Artifacts and Assessors for Inquiry, Expression, and Analysis outcomes	1.1	Completed
Ambassador and Assessment Program: Workshops on Call for Artifacts and existing rubrics	1.1 and 4.4	Attempted, but canceled due to lack of participation; meetings with Provost Council and Dean/Chairs of Arts and Sciences to discuss other methods
AAC&U Educational Resources as the Means to Enhance Integrative Learning DEF Grant: 2nd Year	1.1	Developed draft of Integrative Learning rubric; Tested rubric at Assessment Day
Continued training of student ambassadors and faculty	2.1 and 4.4	Completed
Development and promotion of materials (website, videos, etc.)	1.1	Continued redesign of web site and addition of new materials

VIII Other Accomplishments:

See above

IX Action Plan 2024-2025:

Planned Initiatives for 2024-25 Add more rows as needed	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2 Or NECHE Projection	Indicate if a DEI initiative
Begin assessment of Program as a whole, including number and types of class offerings	1.1	
Complete development and implementation of SkillGuides and Learning Outcome Database for General Education (LODGE) on Blackboard	1.1	
Ambassador and Assessment Program: Development of Civic Learning, Diverse Perspectives, and World Languages Speaking and Listening rubrics	1.1	
Ambassador and Assessment Program: Call for Artifacts and Assessors for Quantitative Reasoning and Procedural and Logical Thinking outcomes	1.1	
AAC&U Educational Resources as the Means to Enhance Integrative Learning DEF Grant: additional half year	1.1	
Continued training of student ambassadors and faculty	2.1 and 4.4	
Continued development and promotion of materials (website, videos, etc.)	1.1	

X Reflection:

Take this section to reflect on--

1) *Initiatives that you may be considering for 24-25 academic year that you did not already capture above.*

- Clarify role of new Assistant Coordinator of the General Education Program
- Clarify team-teaching guidelines
- Develop relationships with General Education leadership at other MA institutions

- Work with Career Services on Major and Minor Fair and to develop resources for General Education resumes
- Develop student/faculty General Education awards (partnership with CTL)
- Submit AUC proposal to extend Transfer Student procedures to Dual Enrollment students
- Consider submitting for university grants

2.) *Anything else not captured in this report that you would like to share.*

- Offer workshops for student ambassadors and faculty as well as other annual events throughout the year
- Continue to offer IDIS 4200 College Learning Integration for SGOCE and IDIS 1010 College Learning Foundation for SGOCE as needed
- Continue promoting use of learning outcome icons and OER textbook *Why Do I Have to Take This Course?*