

# General Education Review Application Guidelines

## MCC Institutional Student Learning Outcomes

*The following guidelines are intended to assist in the completion of the General Education Review application form.*

### Overview

In order to be granted General Education status, a course must support at least three ISLOs. Identify the three (or more) ISLOs that this course will support.

- A course supports an ISLO by:
  - including the ISLO in the course description,
  - embedding it in the course outcomes (objectives),
  - offering students multiple opportunities to practice working with the ISLO in authentic and meaningful ways (consider relevant co-curricular learning experiences) and providing them with feedback on their development of the intended outcome
- A course assesses student achievement of an ISLO by providing students with opportunities to demonstrate in authentic and/or meaningful ways their increased ability with the ISLO. It is also highly recommended that such an assessment be accompanied by a reflection assignment they complete to describe their understanding of what and how they learned related to this ISLO (metacognition).
- As part of our institutional assessment of student achievement of our ISLOs, each year randomly selected sections of Gen Ed courses will be asked to provide full sets of assessments in which students are demonstrating their developing competency with a particular ISLO, and when possible, these assessments should be accompanied by students' reflection assignments on their development of that ISLO. All identifying course, section, instructor and student information will be removed from collected artifacts before they are used for institutional assessment.

### Revised Course Description

The course description must include the ISLOs to be supported and assessed by all sections of this course.

- Add the following language as the last sentence:  
"This course supports student development of" followed by the name of the ISLOs.
- In addition, the ISLOs may also be contextually embedded in the description. Embedding is not required but if the ISLOs are embedded, the specific language specified above must still be used in order to provide consistency.

### Review/Approval

The responsible individual at each level should type their name in the Electronic Signature column and send it on to the next level. Applications must be submitted to the General Education Review Committee by Division Deans.

### Individual ISLOs Supported

For each ISLO that is being applied for, complete the appropriate sections as described below. If there is a specific example activity or artifact that is designed to support more than one ISLO, the documentation portions can be combined together or completed separately with shared language.

#### Course Outcomes

Provide departmentally-recommended course-level outcomes reflecting this ISLO that could appear in the 'Course Objectives' section of syllabi for this course

#### Learning Activities

Provide examples of learning activities in which students will both practice their development of this ISLO and receive feedback on their development of the intended ISLO. Explain how these activities will develop the ISLO and how faculty could identify such activities within their syllabi. Activities can include those which are:

- Curricular, taking place within the class, and/or
- Co-curricular, taking place outside of class\*

#### Course Artifacts

Provide examples of ways in which students will have their developing ability with each ISLO assessed in ways that result in tangible demonstrations of student development/achievement. Tangible demonstrations can include student achievement of more than one ISLO. These demonstrations may include:

- Student work
- Observable student behavior
- Student thinking (expressed in some format)
- Student reflection assignment which encourages metacognition regarding the learning and development