



SPRING 2024: GEP ASSESSMENT INSTRUCTIONS

As you may be aware, the university evaluates all general education courses twice a year to measure student attainment of specific learning objectives, to foster a culture of continual improvement, and to remain in compliance with our accrediting bodies. We are entering the Spring 2024 evaluation cycle and are asking all faculty members teaching GEP courses this semester to participate.

MANDATORY: Every UCF faculty member (full-time and part-time) that teaches any GEP course is required to participate in the assessment process before the withdrawal deadline on **March 29, 2024**. Each instructor will assess every GEP section they teach, measuring at least one foundational [Learning Outcome](#) per course. Non-GEP courses do not need to be assessed.

PROCESS: The process can be divided into five easy steps:

Step 1: Determine the primary foundation into which your course falls. Review [this chart](#) to find your course. The large heading is your primary foundation. For instance, AMH2020 can be found in Interpretation & Evaluation.

Step 2: Add your foundation's learning outcomes (version 2!) to your course.

Step 3: Choose ONE learning outcome from Step 2 that you wish you measure, and the COMPLETED assignment in your course with which you choose to measure it.

Step 4: Add the GEP rubric for that learning outcome to the chosen assignment.

Step 5: Use Speedgrader to record a rubric score based on each student's grade for that assignment. If your class has ≤ 50 students, record scores for all. If your class has > 50 students, randomly select 50 to record.

RESOURCES: Each of the above steps are explained in detail, in both print and video format, within the [General Education Faculty Learning Community](#) Canvas course. This repository provides many resources, such as the Foundation Learning Outcomes for every GEP course, contact information, GEP- and Foundation-specific branding items, GEP teaching tips, and much more. **All faculty teaching any GEP course should be enrolled in this community.** If you haven't yet enrolled, please do so right away by clicking the link and requesting access.

SUPPORT: For questions about the process, please attend one of the drop-in sessions or contact one of your foundation's Faculty Co-Leads (see next page).

Virtual Drop-In Sessions: <https://ucf.zoom.us/j/8329415657>

DATE	TIME
February 6	10:30 a.m.
February 15	1 p.m.
February 21	9:30 a.m.
February 27	2 p.m.
March 4	10 a.m.
March 5	3 p.m.
March 6	11 a.m.
March 11	10 a.m.
March 12	9 a.m.
March 25	9:30 a.m.
March 26	11 a.m.
March 27	2 p.m.
March 28	10 a.m.

In-Person Drop-In Session: February 14, 2024

10am-1pm TCH 202

Coffee and cookies will be served!

2023-2024 Faculty Co-Leads

The Co-Leads are here to support faculty directly. Please don't hesitate to reach out for help! If you are unsure which foundation your course falls into or you have additional questions, please email GEP@ucf.edu or the Assessment Faculty Fellow Annabelle.conroy@ucf.edu.

Foundation	Faculty Co-Lead	Email
Communication	Nikolas Gardiakos	nikolas.gardiakos@ucf.edu
Communication	Adam Parrish	adam.parrish@ucf.edu
Cultural Interactions	Stacey DiLiberto	stacey.diliberto@ucf.edu
Cultural Interactions	Alicia Duffy	alicia.duffy@ucf.edu
Interpretation & Evaluation	Nora Underwood-Caputo	nunderwood@ucf.edu
Interpretation & Evaluation	Lana Williams	lane.williams@ucf.edu
Knowledge Application	Bo Chen	bo.chen@ucf.edu
Knowledge Application	Donovan Dixon	donovan.dixon@ucf.edu
Problem Solving	Rachid Ait Maalem Lahcen	rachid@ucf.edu
Problem Solving	Lori Dunlop-Pyle	lori.dunlop-pyle@ucf.edu