

FALL 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 Fall 2024 evaluation cycle, which is our fifth year!

MANDATORY: Every faculty member (full-time and part-time) that teaches *any* GEP course is required to participate in the assessment process before the UCF withdrawal deadline on **NOVEMBER 1**. 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 contact one of your foundation's Faculty Co-Leads:

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

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. We are here to help!

Thank you for all your hard work to ensure that our students succeed and our GEP continues to improve.