Appendix 1

Assessment Report Requirements for

General Education Courses

Please provide the following information in the requested Assessment Report for General Education (GE) courses in your Department. The report should include information from regional campuses and distance offerings as appropriate. Please limit the report section to 5 pages, excluding the syllabus and appendices, for a single course and 10 pages if the report includes multiple courses.

1. Summary of the assessment plan and report (200 words or less)
2. The report (5- or 10-page limit as noted above) which should include:
   1. Brief description of the course(s) included in the report
   2. Summary of assessment data collected for each GE Expected Learning Outcome (ELO) the course should achieve. Direct assessments are expected for most ELOs, which can be augmented with indirect evidence as appropriate
   3. How the evidence was communicated and shared (e.g., with faculty, students, advisors)
   4. Actions taken based on the evidence to improve student learning and achievement of GE ELOs
   5. Next steps planned in GE course assessment and/or course improvement to help meet GE ELOs

III. Appendices

Appendix 1 (*required*): Syllabus for course(s) assessed which should contain:

1. Relevant GE ELOs
2. Statement as to how the course helps students achieve these GE ELOs

Appendix 2 (required): Brief description of the assessment plan which includes:

1. GE ELOs for course(s) in the report
2. Means of assessment for each ELO
3. Criteria for successful achievement of each ELO
4. Ongoing timeline for implementing GE assessment in the course/department

Additional Appendices (if appropriate):

1. Assessment rubrics used
2. Other supporting information

Submit a single digital document that includes the above components to:

[asccurrofc@osu.edu](mailto:asccurrofc@osu.edu)

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 164 W. 17th Avenue  
 Columbus, OH 43210  
 Phone: 1 614 292-7226  
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Copy report to College Dean and Curricular Dean