**General Education Course Review with the Mile Marker Format**

Please use this template for courses that use a mile marker assignment for assessing the general education competencies.

All information may be compiled in this document and submitted as a single PDF (except where noted). You can expand sections below as needed to accommodate the information for your course.

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| **Part I: Introduction** |

[ ]  **Course number**

[ ]  **Course title**

[ ]  **General education domain**

*(Courses are approved to offer credit in only one general education domain. This review verifies that students are learning the statewide competencies defined for that domain.)*

[ ]  **Department, school, and campus offering this course**

[ ]  **Official course description from CARMIn or SIS**

[ ]  **Summary of course**

*(Explain the context of the course within the department or any curricula for which it is a requirement and include a general overview of the majors and levels of students who typically enroll.)*

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| **Part II: Enrollment and DFW Information** |

[ ] Provide the *enrollment and data for DWFs in Appendix A for the past five years*. The information for your course may be found on the IRDS website. Please note that Fs should also include FNs and FNNs.

Please discuss the patterns you perceive in these data.

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| **Part III: Mile Marker Assignment, Learning Outcomes, and Assurance of Learning** |

[ ]  **Syllabus**

Add a copy of the course syllabus to this document as an appendix or add to the supporting documents folder. If different sections of the course use substantially different syllabi, please include one of each type.

*Note: The syllabus should include course and general education learning outcomes and should make clear to students how the course develops their general education learning. The syllabus should also make clear how course learning outcomes link to the Profiles of Learning for Undergraduate Success.*

[ ]  **Explanation of the mile marker assignment**

Explain the mile marker assignment used in this course and how it develops the general education competencies and links to one or more of the Profiles of Learning for Undergraduate Success. Please include an explanation of how the assignment is assessed with attention to general education learning.

[ ] **Alignment form**

The course’s previous alignment form is in your course folder. If there are any changes in this alignment form, please make updates. Place either the previous alignment form (if unchanged) or a revised form into the supporting documents folder.

[ ]  **Samples of student work**

In the supporting documents folder, provide samples of student work from the most recent iteration of the course that show general education learning. Be sure to include:

* Two samples of exemplary work
* Two samples of satisfactory work
* Two samples of unsatisfactory work

Include an explanation, which can be understood by faculty outside of your discipline, of how these samples indicate learning of the general education competencies.

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| **Part IV: Reflection and Student Responses** |

[ ]  **Reflection prompt**

Provide the reflection prompt used in this course.

[ ]  **Student learning**

What do student responses indicate about progress toward the general education competencies and Profiles of Learning for Undergraduate Success?

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| **Part V: Improvement** |

[ ]  **Course improvement**

Describe the plans and methods of developing plans for ongoing development of the course. Consider information in sections II, III, and IV above. Based on analysis of student work and reflections, what plans are underway to improve the general education learning and advancement toward the Profiles in the course?

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| **Part VI: Certification** |

Provide the required signatures below.

[ ]  **Department chair or director**

I certify that the course dossier correctly represents the content and execution of the course described to the extent possible, and I request that the course continue to be an approved course for general education.

Signature:

Printed name:

Title:

Date:

[ ]  **Dean or dean’s designee**

I certify that the course dossier correctly represents the content and execution of the course described to the extent possible, and I request that the course continue to be an approved course for general education.

Signature:

Printed name:

Title:

Date:

**Appendix A**

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| **Semester** | **# of sections** | **Average size per section** | **Overall DFW rate** | **DFWI Rate****Black/African American** | **DFWI Rate****Hispanic/****Latinx** | **DFWI Rate****Two or More Races** |
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