



ACADEMIC AFFAIRS GUIDELINES

Section 8:	General Education	
Title:	University Annual General Education Assessment Report Template	
Number (Current Format)	Number (Prior Format)	Date Last Revised
8.7.A	XIV	07/2022
Reference:	BOR Policy 2:11 – Assessment BOR Policy 2:7 – Baccalaureate General Education Curriculum AAC Guideline 8.3 – General Education Curriculum Requirements AAC Guideline 8.7 – General Education Assessment Reporting	
Related Form(s):		

1. Purpose

- 1.1. In order to ensure the Board of Regents receive consistent data from all universities on students' achievement of the system's general education learning outcomes, universities shall present their annual assessment report according to the template presented below.
- 1.2. The report shall be submitted annually to the Board of Regents Vice President for Academic Affairs or designee by November 1 to be presented to the Board at its December meeting.

2. Required Template Components

- Heading, to include:
 - Name of university
 - Academic year from which the data was drawn
- Brief introduction
- Title and number of first goal area assessed (follow schedule presented in AAC Guideline 8.7)
 - For each learning outcome, report on:
 - Methodology
 - Number of sections in sample
 - Number of students assessed
 - Measurement instruments selected

- Students' level of achievement on the learning outcome
- Interpretation of findings
- Comparison of findings to the prior rating periods; trends in students' achievement of the learning outcome over time
 - Universities should indicate findings by subgroup (ie online/onsite, gender, SES) based on subgroups of interest to the university or the Board of Regents.
 - Plans for continuous improvement, to address opportunities for improvement and opportunities to capitalize on areas of strength.
- Title and number of second goal area assessed
 - For each learning outcome, report on:
 - Methodology
 - Number of sections in sample
 - Number of students assessed
 - Measurement instruments selected
 - Students' level of achievement on the learning outcome
 - Interpretation of findings
 - Comparison of findings to the prior rating periods; trends in students' achievement of the learning outcome over time
 - Universities should indicate findings by subgroup (ie online/onsite, gender, SES) based on subgroups of interest to the university or the Board of Regents.
 - Plans for continuous improvement, to address opportunities for improvement and opportunities to capitalize on areas of strength.
- Brief summary

SOURCE:

AAC January 2022; AAC July 2022.