



Start by doing what's necessary; then do
what's possible; and suddenly you are doing the impossible.

Francis of Assisi

GENERAL EDUCATION PETITIONS – BEHIND THE SCENES **What happens when a student (or advisor) files a General Education petition?**

Qualtrics sends an automated email to the General Education office with the petition details and a confirmation to the student and advisor on the petition.

Petitions are first read by the General Education Director. If additional information is needed, they will follow up with the student and decide on the next steps to ensure the petition is processed appropriately. Established updates like First Year Seminar waivers for students moving from a pre-2019 catalog or other requests previously discussed and approved by the General Education Committee (GEC) can be processed without further review.

About 10% of requests involve students needing help with a transfer degree, including requests for reviews of transfer degrees to be added to the list of approved transfer Degrees. Most recently we've added an option for students who lack a single requirement to complete an approved transfer degree, which requires transcript review to verify completion of transfer requirements and assisting the student with finding the appropriate WOU courses needed to finalize the credential equivalent.

The current petition process includes both the LACC and BA/BS requirements from before 2019-20 and the new General Education requirements from after 2019-20. Petition reviews regularly include the use of What-If Analyses to help students determine whether changing catalog years for General Education may benefit them in their degree planning.

For both pre- and post- 2019 petition requests, the Transfer Evaluation System has proven to be a particularly useful tool in facilitating petition review. This system allows the General Education Director to direct articulation review requests related to potential General Education transfer work to the appropriate academic units while adding to the growing list of transfer courses articulated for General Education credit.

Whenever a new kind of request appears in the system, the process includes review by the GEC. The responsiveness and thoughtfulness of this student-centered group keeps student petitions moving through efficiently and maintains the spirit of General Education at WOU. The GEC also reviews and makes recommendations to refine the program based upon evidence from petitions collected by the General Education Director that may be indicative of an unintended barrier to students – the addition of Study Abroad as a High Impact Practice, for example, was in part spurred by a series of petition requests.

TOP 3 PETITION REQUESTS:

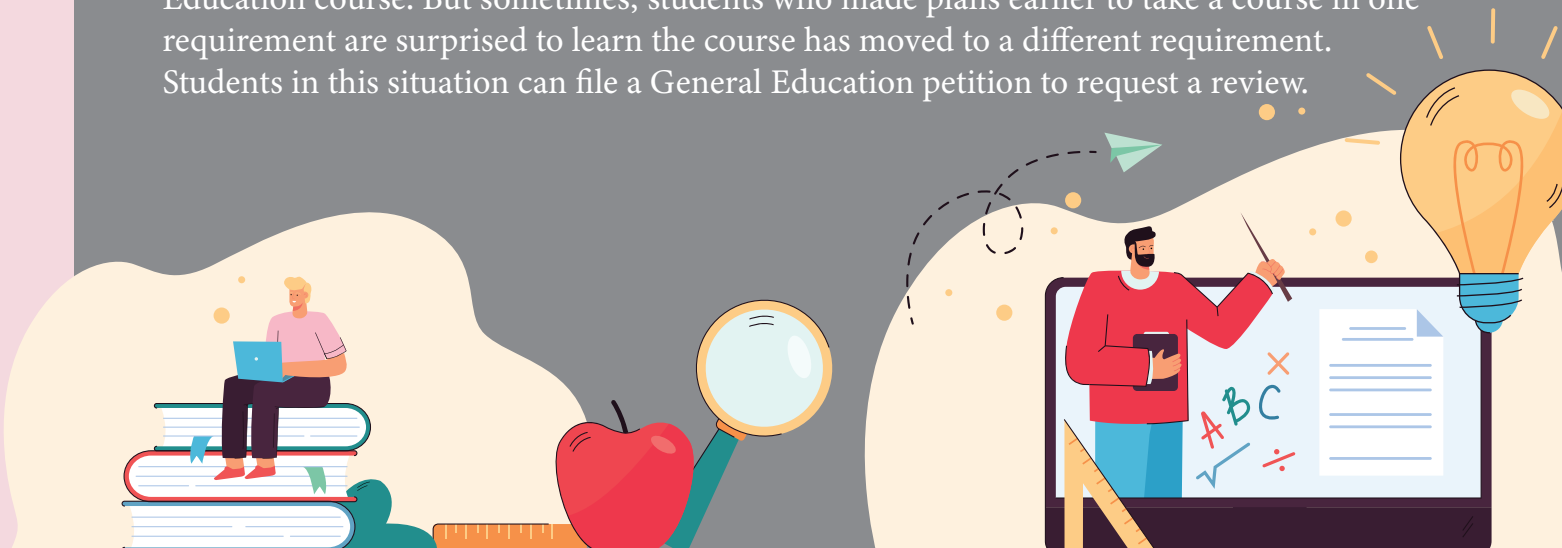
- 1. FYS waiver when moving from the LACC model to a more recent catalog year**
- 2. Review a transfer course for Health Promotion credit**
- 3. Substitute or waive a Mathematics course requirement**

COURSE REQUIREMENT CHANGES

Now that we are in our second year of the new General Education program, a few courses have changed category as faculty recognize the course is better aligned to another requirement and request review by the General Education Committee to rearticulate the course. We work with the registrar's office so that students do not have to change catalog years to take advantage of program updates. This means that the catalog year in which the course is taken determines which, if any, requirement it meets for a student.

COURSE	INITIAL REQUIREMENT	UPDATED REQUIREMENT
GERO 200	2019-20 catalog Social, Historic, Civic Perspectives	2020-21 catalog Health Promotion
ES 105	2019-20 catalog Scientific Perspectives	2020-21 catalog Critical Thinking
PS 193	2020-21 catalog Social, Historic, Civic Perspectives	2021-22 catalog Critical Thinking

We encourage all advisors to use Degree Tracks and the quick catalog links on our requirements and courses page along with the attributes in the scheduling tools to ensure that students know which requirement they are completing when they take a General Education course. But sometimes, students who made plans earlier to take a course in one requirement are surprised to learn the course has moved to a different requirement. Students in this situation can file a General Education petition to request a review.



COURSE GOALS: DOES YOUR SPRING SYLLABUS HIGHLIGHT GENERAL EDUCATION LEARNING OUTCOMES?

We all know that our syllabi need to include our Course Goals. If you teach a General Education class, are you also making it clear to students how at least one of those Goals aligns to a General Education Learning Outcome (GELO)?

HERE'S WHY THIS SIMPLE PRACTICE IS A BIG DEAL:

- Students can see how each General Education course they are taking fits into the larger program and supports their achievement of the GELOs. This kind of transparent teaching practice benefits all students, but particularly those who are first-in-family.
- Connecting Course Goals to General Education Learning Outcomes facilitates easier assessment practice by linking the course material directly to the GELOs.
- It is a great reminder to all of us who teach General Education courses to reflect on how we are setting up our course to help students meet the GELOs and to recommit to the mission of the General Education program.
- It is an easy (and necessary) way to document how your course contributes to the General Education program.

General Education course proposals all require connecting at least one Course Goal to the requisite GELOs. If you are teaching a course you didn't initially propose, or simply need a reminder on the alignments, the Course Goals Database will refresh your memory so you can add this important component to your syllabus.

