

KU Core Review Process

Purpose

The KU Core ensures all undergraduate students will share the same academic experience, pursuing and achieving learning outcomes that build skills, knowledge, values, and creativity, and preparing students for a lifetime of learning and success. The KU Core is comprised of faculty-submitted courses and experiences that meet specific educational goals and learning outcomes. In order to remain part of the KU Core, all courses and experiences must undergo a periodic review to ensure they are meeting their specified learning outcome(s). The KU Core Review has two components: 1) recertification of courses and experiences to ensure they meet specified learning outcomes and 2) an assessment of achievement of KU Core learning outcomes. This document outlines both components of the KU Core Review, sets expectations, and provides guidelines to facilitate assessment activities for KU Core courses and/or experiences.

Background Principles for KU Core Review

- **KU Core integrity**: the KU Core is *learning outcome* –based, that is, the goal of the review is to assess what students learn from their core classes and experiences, not the content that is placed before them.
- **Departmental autonomy**: departments provide disciplinary understanding of the KU Core outcomes, and determine how to assess student learning of the outcomes.

Basic Principles of KU Core Review

1. KU Core Review = A completed recertification check list + assessment of relevant learning outcome(s).
 1. To be recertified, a KU Core course or experience must enable students to meet the learning outcome(s). Recertification also requires an assessment of student achievement of learning outcomes.
 2. The assessment component of the review process allows departments to be analytical and critically reflective about how successfully students are meeting the learning outcome(s). Departments should use the assessment as a way to inform themselves and the UCCC of continuous improvement to courses and to student learning. There is no particular level of mastery required for recertification, but a department must show a good faith effort to assess and improve learning.
2. Departments are responsible for assessing the relevant learning outcomes for each course it has in the KU Core. This includes the responsibility of providing an aggregate summary of the quantitative and qualitative data for each KU Core course and learning outcome.
3. The UCCC will review courses and experiences by goal (rather than College/school/department).

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Complete/Revise the course or experience assessment plan. This plan is submitted at the time the course is nominated for inclusion into the KU Core. Any course that does not currently have an assessment plan will need to create one. Faculty should update the assessment plan as needed.

Faculty collect assessment data. Faculty should collect data each time the course is taught or experience is offered. All sections taught in a given semester may be considered to be a single offering, provided that they use similar strategies for assessing the KU Core learning outcome(s).

- Departments should determine the best sampling strategies for their disciplines; however, general guidelines are provided to assist in determining a sampling strategy:
 - <20 students = sample all students
 - 21-99 students = randomly sample 20 students
 - >100 students = randomly sample 20% of students

Departments complete the KU Core Review by submitting an assessment report and recertification checklist for each KU Core course being reviewed in the current cycle through Assessment System Online (ASO).

Early in the Spring semester, Undergraduate Studies will send out forms and instructions to all departments with courses that will be reviewed in the subsequent academic year. Review reports will be due Sept. 1, with the possibility for extensions for departments that have multiple courses to review.

Separate KU Core Review documentation is required for each course/experience and learning outcome it meets (e.g. English 102 has multiple sections and meets one learning outcome – only one report is required; English 209 has multiple sections and meets three learning outcomes – three reports, one for each learning outcome, is required).

- *Key Review Questions for Recertification:*
 - Does the course require students to do work that allows them to demonstrate achievement of the learning outcome (as listed on [KU Core site](#))?
 - Has an assessment of the achievement of the learning outcome been performed?

Each learning outcome has a sample rubric that *could* be used to evaluate the evidence from each course related to the learning outcomes or instructors *could use their own* method of data collection related to the learning outcomes. Please visit the individual goal pages at kucore.ku.edu for sample rubrics (example: [Goal 1, Learning Outcome 1](#)). Departments could aggregate the rubric data or other assessment data and use results to support continuous improvement of courses. Departments then complete the assessment form to provide UCCC with an aggregate of the assessment data as well as information about how students met the learning outcome(s) and improvements made to courses or plans for improvements.

- *Key Elements for Assessment of KU Core Learning Outcomes:*
 - Evidence
 - Evaluation description
 - Quantitative and qualitative summary
 - Improvement loop
1. *The UCCC reviews the course's/experience's KU Core Review documents. The UCCC will review courses and experiences on a 6-year cycle:*
 - a. Year 1: Goal 1
 - b. Year 2: Goal 2 + 3H
 - c. Year 3: Goal 4.1+3N
 - d. Year 4: Goal 4.2
 - e. Year 5: Goal 5+ 3S
 - f. Year 6: Goal 6
 2. *The department receives recertification notification from the UCCC. The notification is a yes or no response to the KU Core Review.*
 3. *Faculty use their assessment results to make curricular improvements, as needed.*

Expedited Review of Goal 3

KU Core Goal 3 is a breadth goal to ensure that students have a basic understanding of the three main divisions of knowledge in the liberal arts and sciences: arts and humanities, social and behavioral sciences, and natural sciences and mathematics. Since this understanding will be met in multiple different ways in different disciplines, the UCCC proposes an expedited review of Goal 3 approved courses. The expedited review would serve to recertify courses for continued inclusion in the KU Core Curriculum.

Goal 3 Recertification Documentation and Form

1. Does this course provide students with a basic ability to understand and apply concepts, principles, methods, and/or theory common to (some of) the disciplines of the arts and humanities (social and behavioral sciences/natural sciences and mathematics)?
2. Please attach the catalog description and a typical syllabus, indicating how the course fulfills the learning outcome listed above. (E.g., highlight the relevant portions on the attachment and provide a brief description below of how they meet the goal.)