POLICY TITLE
Embedded Course Evaluation

POLICY NUMBER
4.21 (Formerly APPM 13.3)

PRIMARY RESPONSIBILITY
Academic Affairs

CREATION / REVISION / EFFECTIVE DATES
Created January 2003/Effective January 2003

PURPOSE
The primary purpose of embedded course evaluation is to determine student academic achievement for the purpose of assigning course grades and advancement within the chosen degree program. Embedded course evaluation also provides information regarding needed curriculum and pedagogical adjustments.

ORGANIZATIONAL SCOPE OR AUDIENCE
Faculty

DEFINITIONS
Course Outline of Record: the standard used for consistency in course syllabi, in accreditation standards and as the basis for transfer articulation agreements.

Embedded course evaluation: Takes place in a class or a group of classes to determine whether students have met specified student learning outcomes.

Pedagogical: Relating to or befitting a teacher or education.

POLICY
All grade-status enrolled students are periodically evaluated to determine whether measurable curriculum objectives are being achieved. Student learning objectives have been determined for each course. Faculty evaluates students based on the objectives as identified in the official Course Outline of Record.

PROCEDURE
Ongoing student evaluation reflects the variety of the curriculum. Evaluations include, but are not limited to such instruments as traditional paper-and-pencil tests, online exercises, online tests, lab demonstrations, clinical observations, projects, report writing, and portfolios.
Evaluation opportunities are scheduled throughout the semester. The frequency of and type of evaluations are dependent on the specific course. The results of the evaluation are used for assigning course grades, improving student performance, providing feedback to students about their learning, improving instruction in the current semester, and for future curriculum improvement.

**REFERENCES**
Course Outline of Record  https://wwwapps.ivytech.edu/cgi-bin/cor3/gpcourse_list.cgi

**RESOURCE PERSON**
Vice Chancellor for Academic Affairs, School Dean