The current [Gen Ed Program](), implemented in the Fall of 2019, includes the requirement of "a universal use of **Electronic Portfolios** to facilitate students' thinking across their Gen Ed and Major courses." Although students have been creating e-Portfolios as part of their First Year Experience (FYE) activities since Fall of 2019, the full roll out of this requirement across the university was delayed by the University's recent switch to Google Sites as the supported e-Portfolio platform, rather than the one associated with D2L. The transition to Google Sites is now complete, and the roll out to students and faculty outside FYE has begun. Information about faculty development opportunities around the use of Google Sites as an ePortfolio platform is forthcoming. In the meantime, students and faculty can find information about how to create and edit a [WCU Google Sites ePortfolio here]() (you will need to log in with your WCU credentials).

WCU's e-portfolio, a required component of the 2019 Gen Ed Program, provides an opportunity for students to:
- **Collect**: Gather artifacts from courses and activities
- **Connect**: Draw links across courses, seeing one's academic career holistically, rather than as boxes to check off
- **Reflect**: Think about what they have learned and why it matters
- **Create**: Forge one's own professional and personal digital identity
- **Showcase**: Share who they are and all they've accomplished

More information about ePortfolios as part of the Gen Ed Program 2019 can be found [here]().

Although some of the Gen Ed components, such as SE, ET, and W, have existing requirements to "identify a suitable candidate to add to students' ePortfolio," some components (such as Distributed Disciplinary Foundations) have not had that requirement as part of their criteria up to this point. At this time, CAPC is asking that *all sections of all General Education courses* identify a suitable artifact for students to submit to their e-Portfolio. This includes Capstone (the Gen Ed Capstone Assignment will be the required artifact), Distributed Disciplinary Foundations,, Diverse Communities (J), Ethics (ET), FYE, Interdisciplinary (I), Speaking Emphasis (SE), and Writing Emphasis (W) courses.

==Beginning with the start of the Fall 2022 semester,== all Gen Ed course proposals submitted to CAPC, regardless of reason for submission, will be expected to identify in the syllabus one assessment artifact addressing each relevant Gen Ed goal that students will be expected to upload to their Google Sites Gen Ed ePortfolio. Specifically, all Writing Emphasis (W) and Speaking Emphasis (SE) courses should identify one artifact for Goal 1 and one artifact for Goal 2; all other courses should identify one artifact for each of the other Goals related to the Gen Ed attributes of the courses (Goals 3, 4, 5, 6, 7, as appropriate; See the [Gen Ed 2019 Program]() here for reference). *Example 1:* A course that is approved as only a Science Distributed Disciplinary Foundations course should identify one artifact for Goal 3 that students will submit to their Google Sites Gen Ed ePortfolio; *Example 2:* A course approved as both an SE and a Science Distributed Disciplinary Foundations course should identify one artifact for Goal 1, one artifact for Goal 2, and one artifact for Goal 3 that students will submit to their Google Sites ePortfolio. Note that these are most likely to be a **subset** of the assignments/assessments you **already have aligned** with the Gen Ed SLOs. We are just asking you to clearly identify a single artifact per goal that the student is prompted to upload to their Gen Ed ePortfolio so that they can reflect on it later, during their Capstone course, as they self-assess their progress on the Gen Ed competencies. ==Once the new or edited course is approved, it is expected that students will be required to submit the identified artifacts to their Google Sites ePortfolios beginning the next term that the course is taught.==

As previously noted, first year students are learning to create their ePortfolios in FYE, so those students should already have an ePortfolio. Transfer students, or others who have not completed FYE at WCU, may have to create one. Gen Ed faculty are not expected to teach students how to create and use these ePortfolios, rather faculty just need to identify the assignment(s) to be uploaded and encourage students to do so. Students should be directed

to consult the [Navigating Digital Learning documentation](#), specifically for documentation for customizing Google Sites for use as e-portfolio, and the [IST Google Workspace for Education Site](#) for more general information about Google Sites. Faculty and student development opportunities will also be offered, details forthcoming.

If you have any questions about identifying an artifact suitable for upload to ePortfolio, please contact Gen Ed Committee Chair, Karen Mitchell (kmitchell@wcupa.edu).