



*The Foundation for Lifelong Learning*

## Frequently Asked Questions

### **Must I include assessment language in the course syllabus?**

Yes, each category and theme or competency must be clearly defined within your syllabus, language for all can be found here:

### **Must I include the FF logo on my syllabus?**

Yes, a copy of the logo can be found here:

[https://docs.google.com/document/d/1toKuqxHTTnxYG-vUCuzEiLgJTkjauX\\_ejboifzRZt3Y/edit](https://docs.google.com/document/d/1toKuqxHTTnxYG-vUCuzEiLgJTkjauX_ejboifzRZt3Y/edit)

### **How often must I assess my FF course?**

Every semester in which it is offered.

### **If I teach multiple sections of the course in one semester do I assess them all?**

Yes, every section of every course must be assessed.

### **Do I have to develop an assessment measure?**

No, you should assess the assignment(s) identified and approved when the course was submitted and approved for inclusion in the Fredonia Foundations program.

### **Do I have to develop a rubric for assessment?**

No, the rubrics have already been designed and can be found here:

<https://drive.google.com/drive/folders/1EnKZ8TKqkFWHmsIOC8rcAST5L7CXEgoy>

### **Do I have to use the rubric for all of the course grading?**

No, only use the rubric for assessing the assignment being used for assessment. It is then your choice whether that assignment will also be graded.

### **How do I submit my assessment results?**

**TBD**

### **When do I submit my assessment result?**

It is recommended that results be submitted as soon as assessment occurs but the absolute deadline for submission is the date final grades for the semester are due to the Registrar.