

# Appendix M: Personal Wellness Category Course Submission Requirements and Evaluation Criteria and Rubrics

## COURSE SUBMISSION REQUIREMENTS

Minimum Required Materials for GEOC Review (per GEOC Standing Rules):

1. Cover Letter/Rationale/Justification
  - a. Rationale must include sound justification as to why this course meets the requirements for the Personal Wellness category. The originator must demonstrate how the course will teach to and assess the Student Learning Outcomes assigned to the Personal Wellness category.
    - i. Personal Health and Wellness: Students will be able to demonstrate knowledge of skills and habits to promote personal lifelong health and wellness, including emotional, financial, and physical.
  - b. Personal Wellness category-specific list of criteria follow.
2. Course Syllabus
3. Example Assignment(s)
4. Example Assessment(s)

Minimum Rubric Evaluation Criteria for SLOs (per GEOC Standing Rules):

Personal Health and Wellness	Demonstrate knowledge of emotional health and wellbeing
	Identify common sources of stress
	Develop strategies to improve emotional wellness outcomes
	Demonstrate knowledge of personal finances necessary to promote lifelong financial wellness
	Demonstrate financial literacy necessary to promote lifelong financial wellness
	Demonstrate knowledge of physical health and wellbeing
	Demonstrate knowledge of risk factors for chronic disease
	Identify the impact of proper dietary and exercise practices in (infectious and/or chronic) disease prevention and management

Health and wellness are used interchangeably to mean the ability to live life fully – with vitality and meaning. Wellness is the integration of many different components (physical, emotional, and financial) that expand one’s potential to live, learn, and work effectively and to make a significant contribution to society.

### Personal Wellness Category-Specific Materials/Responses:

Approval of a course requires addressing each of the three wellness dimensions (Emotional, Physical, Financial). Equal emphasis on all dimensions is not required; however, the minimal objective requirement for all domains combined is 12, and no two domains may have less than 6 objectives altogether. All objectives must be scored at “Benchmark” or above.

Fill in the Objective category charts to identify course activities and assessments related to each Objective. In the chart, include reference to your included course proposal materials (syllabi, assignment prompts, example activity directs, etc.).

Note: This table is provided here for planning purposes. The last two columns will be available as fillable fields in Curriculog.

**Emotional Wellness Objective: Demonstrate knowledge of emotional health and wellbeing, identify common sources of stress, and develop strategies to improve emotional wellness outcomes.**

Students will be able to:	Course Activities	Course Assessments
Demonstrate knowledge of how maladaptive emotional health can affect a person's wellbeing		
Demonstrate knowledge of common sources of stress		
Describe interventions and techniques used to manage stress		
Demonstrate knowledge of societal stigma, personal attitudes, and beliefs associated with mental health		
Demonstrate knowledge of self-efficacy and advocacy for others experiencing emotional and mental health maladies including drugs, alcohol and tobacco use and misuse		
Develop a plan to maintain healthy emotional and mental health behaviors		
Demonstrate knowledge of feelings of self		
Develop strategies to reduce fears and insecurities		
Demonstrate knowledge of effective techniques to manage challenges and change		
Demonstrate knowledge of effective communication strategies to build healthy relationships		

**Financial Wellness Objective: Demonstrate knowledge of personal finances and financial literacy necessary to promote lifelong financial wellness.**

Students will be able to:	Course Activities	Course Assessments
Identify income, expenses, taxes, tax advantaged strategies		
Develop personal budgets, with attention to liquidity needs, savings, and investments		
Identify various strategies to pay for education, and the benefits and drawbacks of various options		
Demonstrate knowledge of credit rating system and how to adapt behaviors to maximize creditworthiness		

Apply time value of money concepts to basic financial planning problems, with specific applications to the retirement system and various combinations of retirement income sources		
Identify various financial institutions, account types and fee structures		
Distinguish between major and non-major purchases and financing options		
Demonstrate knowledge of various insurance needs and products		
Identify various long-term investment products		
Develop investment plans and strategies		

**Physical Wellness Objective: Demonstrate knowledge of physical health and wellbeing, risk factors for chronic disease, and the impact of dietary and exercise practices on disease prevention and management.**

Students will be able to:	Course Activities	Course Assessments
Demonstrate knowledge of general and personal risk factors for chronic diseases (i.e., diabetes, cardiovascular disease, cancer)		
Demonstrate knowledge of exercise and its impact on mitigating risks for chronic disease		
Demonstrate knowledge of nutrition and its influence on health outcomes		
Compare current dietary practices to those associated with optimal wellness		
Demonstrate knowledge of the basic principles of exercise prescription		
Develop a personal fitness program, incorporating all components of health-related fitness		
Demonstrate knowledge of current statistics on physical activity, overweight, obesity and associate complications		
Demonstrate knowledge of appropriate and necessary strategies for weight management for current and future health		

Demonstrate knowledge of body composition and factors and behaviors that influence and change body composition		
Participate in weekly physical training sessions		

### **COURSE PROPOSAL EVALUATION CRITERIA AND RUBRICS**

GEOC Advisory Subcommittee members will use the following rubrics when reviewing and providing feedback on faculty submissions for Personal Wellness. Each rubric connects to the ideas of the areas above.

Approval of a course requires addressing each of the three wellness dimensions (Emotional, Physical, Financial). Equal emphasis on all dimensions is not required; however, the minimal objective requirement for all domains combined is 12, and no two domains may have less than 6 objectives altogether. All objectives must be scored at “Benchmark” or above.

<b>Emotional Wellness Objective: Demonstrate knowledge of emotional health and wellbeing, identify common sources of stress, and develop strategies to improve emotional wellness outcomes.</b>			
	<b>Exemplary</b> 3	<b>Benchmark</b> 2	<b>Deficient</b> 1
Students will be able to:	Consistently exceeds coverage	Exhibits and articulates some coverage	Insufficient coverage
Demonstrate knowledge of how maladaptive emotional health can affect a person’s wellbeing			
Demonstrate knowledge of common sources of stress			
Describe interventions and techniques used to manage stress			
Demonstrate knowledge of societal stigma, personal attitudes, and beliefs associated with mental health			
Demonstrate knowledge of self-efficacy and advocacy for others experiencing emotional and mental health maladies including drugs, alcohol and tobacco use and misuse			
Develop a plan to maintain healthy emotional and mental health behaviors			
Demonstrate knowledge of feelings of self			
Develop strategies to reduce fears and insecurities			
Demonstrate knowledge of effective techniques to manage challenges and change			
Demonstrate knowledge of effective communication strategies to build healthy relationships			

General comments and suggestions for consideration:

<b>Financial Wellness Objective: Demonstrate knowledge of personal finances and financial literacy necessary to promote lifelong financial wellness.</b>			
Students will be able to:	<b>Exemplary</b> 3 Consistently exceeds coverage	<b>Benchmark</b> 2 Exhibits and articulates some coverage	<b>Deficient</b> 1 Insufficient coverage
Identify income, expenses, taxes, tax advantaged strategies			
Develop personal budgets, with attention to liquidity needs, savings, and investments			
Identify various strategies to pay for education, and the benefits and drawbacks of various options			
Demonstrate knowledge of credit rating system and how to adapt behaviors to maximize creditworthiness			
Apply time value of money concepts to basic financial planning problems, with specific applications to the retirement system and various combinations of retirement income sources			
Identify various financial institutions, account types and fee structures			
Distinguish between major and non-major purchases and financing options			
Demonstrate knowledge of various insurance needs and products			
Identify various long-term investment products			
Develop investment plans and strategies			

General comments and suggestions for consideration:

**Physical Wellness Objective: Demonstrate knowledge of physical health and wellbeing, risk factors for chronic disease, and the impact of dietary and exercise practices on disease prevention and management.**

	<b>Exemplary</b> 3	<b>Benchmark</b> 2	<b>Deficient</b> 1
Students will be able to:	Consistently exceeds coverage	Exhibits and articulates some coverage	Insufficient coverage
Demonstrate knowledge of general and personal risk factors for chronic diseases (i.e., diabetes, cardiovascular disease, cancer)			
Demonstrate knowledge of exercise and its impact on mitigating risks for chronic disease			
Demonstrate knowledge of nutrition and its influence on health outcomes			
Compare current dietary practices to those associated with optimal wellness			
Demonstrate knowledge of the basic principles of exercise prescription			
Develop a personal fitness program, incorporating all components of health-related fitness			
Demonstrate knowledge of current statistics on physical activity, overweight, obesity and associate complications			
Demonstrate knowledge of appropriate and necessary strategies for weight management for current and future health			
Demonstrate knowledge of body composition and factors and behaviors that influence and change body composition			
Participate in weekly physical training sessions			

General comments and suggestions for consideration:

**Final remarks and decision, to be completed by the subcommittee:**

- Accept the course, as submitted, for Personal Wellness.
- Suggested revisions to meet Personal Wellness requirements: