Graduation Senior Survey &Portfolio for BA/BS Degree in Political Science
Guidelines and Requirements
Department of Political Science
Texas A&M University-Commerce

Introduction

The survey and portfolio submissions are designed to assist the Political Science Department in assessment of its undergraduate degree programs in Political Science by demonstrating how well students and faculty fulfill the department's academic objectives. The portfolio is the primary means provides data and feedback to the Office of Institutional Effectiveness to assist the University in maintaining its national accreditation. Below you will find instructions for how to compile and electronically submit the Graduating Senior Survey and Graduating Senior Portfolio. Please read this document in its entirety.

Senior Survey

Students should download and complete the Graduating Senior Survey.

Student should save and store the completed file for submission as described below.

Portfolio Guidelines & Format

Students will prepare a portfolio according to the guidelines listed below. Students need only have electronic copies of all of these elements. Hard copies will not be accepted.

Elements

Students will self-select two artifacts (research papers, critical analyses, case briefings, applied exercises, audio and written presentations, or journal entries) that demonstrate mastery of each following student learning outcomes (SLO's). These works must come from upper-division courses in Political Science (300- or 400-level courses). It is not necessary to include graded copies, in fact, clean, ungraded copies are preferred In addition, for each artifact, students will provide a separate written explanation of why each artifact meets the particular SLO, provide a copy of each assignment description for the artifact, and provide a copy of the course syllabus that the artifact came from.

1.   **Multiculturalism & Globalism Assessment of Artifacts (SLO 1)**

a) Items demonstrating significant understanding of the important concept of multiculturalism and the ability to understand and analyze political issues from a multicultural perspective; and/or b) Items demonstrating significant understanding of the important concept of global and the ability to understand and analyze political issues from a global perspective. Students must submit one of each type.

2.   **American Political Process and Political Behavior (SLO 2)**

Items demonstrating significant knowledge of American political processes and/or political behavior.

3.   **Theories of Domestic and/or International Public Policy (SLO 3)**

Items should demonstrate either a) significant knowledge of national American public policy or b) significant knowledge of international public policy.

4.   **Communication Skills (SLO 4)**

Items demonstrating the ability to effectively communicate key ideas, concepts and arguments within political science.

5.   **Skills in Scholarship and Research (SLO 5)**

Items demonstrating the ability to analyze scholarly research within the field of political science

In advance of submission, students should prepare the following files for each artifact:

1. The artifact. The file should be titled using the name of the SLO (SLO 1-5) and the number of the artifact (1 or 2); for instance "SLO 1 Artifact 1" or "SLO 5 Artifact 2".
2. A brief explanation of how the artifact meets the SLO. The file should be titled using the name of the SLO (SLO 1-5) and the number of the artifact (1 or 2); for instance "SLO 2 Artifact 2 Explanation" or "SLO 3 Artifact 1 Explanation".
3. The assignment description provided by the instructor for the artifact. The file should be titled using the name of the SLO (SLO 1-5) and the number of the artifact (1 or 2); for instance "SLO 2 Artifact 2 Assignment Description" or "SLO 3 Artifact 2 Assignment Description".
4. A copy of the course syllabus. The file should be titled using the name of the SLO (SLO 1-5) and the number of the artifact (1 or 2); for instance "SLO 1 Artifact 1 Syllabus" or "SLO 4 Artifact 2 Syllabus".

Thus all totaled, students will be preparing and uploading 40 portfolio files, plus the Survey.

Review meeting

Students should set up a meeting (via Zoom until further notice) with Dr. King (chad.king@tamuc.edu) to go over their compiled portfolios and surveys. Candidates for December graduation must submit their materials by November 15th in the graduation year. Candidates for May or August graduation must submit their materials by April 15th in the graduation year. (If you cannot meet this deadline, please contact Dr. King and make alternative arrangements.)

Survey and Portfolio Submission

Once approved, students will use the following web link to upload their submissions: https://dms.tamuc.edu/Forms/ab7e30cc-d33e-49ce-805d-87b237ea91ab It is possible to upload only some of the documents at one time and return to upload the rest.

The page is a secure form for student information and all uploaded documents will be kept on a secure University server that only departmental faculty will have access to. Students will be asked to provide their name, CWID number, and consent to having their submissions stored on this server. If needed, it is possible to upload only some of the documents and then return later on to upload the rest. Once all of the files have been submitted, students should email Dr. King to let him know.

(Updated 4/2/21)