

## Student Portfolio – Requirements

Prepared by students during their degree program and used for on-going assessment of their learning and for a summative assessment of learning at degree completion.

All portfolios will each have at least the following elements:

1. A table of contents listing the title of each entry, the course of which it was required, where appropriate, and the date of submission.
2. WGSS student learning goals.
3. One exam, paper, or project from each of the following classes: WGSS 120, one of the three 200-level courses, and two cross-listed courses. These should be unmarked papers if possible.
4. A list of courses taken to complete the Women's, Gender, and Sexuality Studies major.
5. Examples of activities outside the classroom (e.g., leadership experiences, speakers, student activities, employment, practica) that address the ways in which the learning from these experiences related to specific WGSS learning goals. These can include photographs, programs, journal entries, etc.
6. The student's Junior I.S. paper and Senior I.S. paper.
7. An original essay in which the student reflects on his/her learning with emphasis on how this learning has influenced and may continue to influence the student's personal and professional behavior, attitudes, and life choices. The essay should include reflections on how the learning from WGSS courses and cross-listed courses, as well as from activities outside of class, addresses specific WGSS learning goals.

The first draft of this essay will be written in fulfillment of the course requirements for WGSS 310. The final of the essay is due prior to the date of commencement.

8. Any other relevant evidence that the WGSS learning goals have been achieved.
9. Optional: A short statement, written by a faculty or staff member who knows the student well, reflecting on the student's growth as a person over her/his tenure at the college. The WGSS chair will consult with the student regarding names of individuals to contact to write the letter. This document will not be evaluated as part of the yearly assessment of the portfolios.

Additional Procedural items:

- A. The portfolio will be archived in electronic form.
- B. All materials for the portfolio will be submitted to the chair of WGSS, who will work with the Program administrative coordinator to collect and store the submissions.
- C. A three-person team of faculty members of the WGSS curriculum committee will evaluate the portfolios at the end of each academic year. A rubric reflecting the program learning goals will be used to assess the portfolios. (portfolio assessment form)