

# Identifying First-Year Experience Course Sections as a High Impact Practice for Inclusion in Banner

## What is a High Impact Practice?

The American Association of Colleges & Universities has established a set of High Impact Practices that encourage postsecondary institutions to adopt and scale. High Impact Practices are teaching and learning practices that have been widely tested and have been shown to be beneficial for college students from many backgrounds. These practices take many different forms, depending on learner characteristics and on institutional priorities and contexts.<sup>1</sup>

## Guidelines for Qualifying a First-Year Experience Course Section as a High Impact Practice

The University System of Georgia (USG) institutions should consider the following guidelines as they engage in a review process to identify whether a first-year experience course section should be categorized as a High Impact Practice in the Banner Student Information System. The guidelines were developed in consultation with USG institution representatives involved in the implementation of first-year experience courses. These guidelines expand upon those articulated by the American Association of Colleges & Universities to provide just-in-time answers for USG institution faculty:

### Characteristics of First-Year Experience Courses as a High Impact Practice<sup>2</sup>

- Small groups of students are brought together with faculty or staff on a regular basis.
- Strong emphasis on critical inquiry, frequent writing, information literacy, collaborative learning, and other skills that develop students' intellectual and practical competencies.
- Students are involved with cutting-edge questions in scholarship and with faculty members' own research.
- Performance expectations set at appropriately high levels
- A significant investment of time and effort over an extended period of time.
- Interactions with faculty and peers about substantive matters
- Experiences with diversity, wherein students are exposed to and must contend with people and circumstances that differ from those with which students are familiar
- Feedback is frequent, timely and constructive
- Periodic and structured opportunities for students to reflect on and integrate learning
- Opportunities to discover the relevance of learning through real-world applications
- Public demonstration of competence

## Identifying First-Year Experience Courses for Inclusion in Banner

Institutions have the sole authority to establish a process and criteria for the review of first-year experience course sections to determine if they qualify as a High Impact Practice. The USG does *not* make the determination but provides these guidelines to promote system-wide consistency. The institutional process for qualifying courses as High Impact Practices may

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<sup>1</sup> AAC&U, <https://www.aacu.org/leap/hips>

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include a review committee of faculty and teaching staff at the college or academic department level. Institutions should develop a process for faculty to submit courses for review. Review committees can determine the process for submitting course artifacts to be reviewed. Artifacts might include a course syllabus and lesson plan. With the assistance of the Guidelines for Qualifying a First-Year Experience course section as a High Impact Practice, each institution will develop its own criteria for qualifying a course. The final decision for approving a first-year experience course as a High Impact Practice rests at the institution-level.

The institution may qualify non-course, non-credit based experiences as High Impact Practices. Campuses have the discretion to identify these experiences in Banner as a non-credit based course option in a manner that is consistent with institutional practice. If non-course, non-credit based experiences are entered into Banner, they must use the High Impact Practice codes included in this document.

## Banner Code Categories

The Banner Codes for qualified First-Year Experience Course sections will include the following categories

### Primary Codes: Must have one primary code

| Code        | Description  |
|-------------|--|
| <b>ZFYP</b> | <p>First-year experience course meets institution’s criteria as a High Impact Practice for First-Year Experience</p> <p>MGA defines Global Learning as: <b>First-year seminars bring small groups of students together with faculty or staff on a regular basis to engage in critical inquiry, frequent writing, information literacy, collaborative learning, and other skills that develop students’ intellectual and practical competencies. First-year seminars engage students in the examination of cutting-edge questions. (Source: <a href="https://www.aacu.org/leap/hips">https://www.aacu.org/leap/hips</a> )</b></p> |

### Required Course Code: For each course section that meets the following institution criteria

| Code        | Description   |
|-------------|---|
| <b>ZHIR</b> | Course meets a High Impact Practice requirement established by institution. |

The following scenarios must be met in order to successfully pass the data validations in Banner.

- Each course section must have one primary code.
- Each course section must include a code to indicate it is a required course by the institution, if applicable. If not, leave blank.
- Each course section must use all required course codes if the course meets the criteria associated with the code.
- Campuses have the option to develop additional institution-based codes and establish criteria for using the codes for their Undergraduate Research experience courses.

#### Primary Code

***First-year experience course meets institution’s criteria as a High Impact Practice for First-Year Experience***

#### Required Course Code

***Course section meets a High Impact Practice requirement established by institution.***

Courses that meet an institutional requirement that graduates complete a minimum number of courses or non-course based experiences designated as a High Impact Practice. The requirement, to include the type and number of student experiences, is determined by the institution.

The USG may add additional codes, as necessary.