

# GENERAL EDUCATION (GE)

## PROGRAM SPECIFICATION

**Dec 2023** 

Program Title	General Education
Program Code	GE
CIP Code	240102
Program credits	24 credit hours
Delivery model	Face-to-face
QF Emirates	Level 7
Authoring Team	Dr. Ayman Mohammed
<b>Date Document Prepared</b>	December 2023
Date of initial accreditation	01-January-2012
Date of International Accreditation	NA
Program description	The Jumeira University's General Education Program is meticulously designed to ensure that all JU graduates are proficient in English language literacy for native Arabic speakers and basic Arabic language for other students, enabling them to navigate the multicultural, diverse, and dynamic workforce in the UAE and globally. Students emerge from the program equipped with knowledge in ethical leadership, transactional skills, teamwork capabilities, digital understanding, and industrial knowledge, enriching their professional horizons and fostering self-development. The program also endeavours to equip students with broad-based knowledge, skills and competencies in Emirati studies Islamic studies, innovation, entrepreneurship and sustainability
College	Interdisciplinary
Program revision date	Dec 2023

#### **Entry requirements**

## **General Admission Requirements**

UAE Nationals who have completed the following requirements, as prescribed in the Jumeira University Admission Policy are eligible to apply for admission to JU:

#### **Elite and Advance Streams**

Holders of a Secondary School Certificate (SSC), Elite Streem or Advanced Stream (MOE), or equivalent, are eligible for admission in the undergraduate programs if they satisfy the following requirements:

- A minimum of 70% on the 12th grade in the UAE secondary school certificate. and
- EmSAT with a minimum score of 1100 on EmSAT English
- EmSAT with a minimum score of 600 on EmSAT Arabic

#### **General Stream**

Holders of a Secondary School Certificate (SSC), General Stream (MOE), or equivalent, are eligible for admission in the undergraduate programs if they satisfy the following requirements:

• The General School Certificate with a minimum average of 75% and

- EmSAT with a minimum score of 1100 on EmSAT English
- EmSAT with a minimum score of 600 on EmSAT Arabic

#### **Program Placement Criteria**

The BBA:

Students with one of the following pre-qualifications have met the minimum English requirements for entry into the Jumeira University BBA program:

- EmSAT English with a minimum score of 1100 (valid for one year); or
- IELTS (valid for two years) overall band 5.0 (or equivalency as stated in admission policy); or
- TOEFL iBT 61, TOEFL PBT 500, TOEFL CBT 173; or
- An equivalent (using standardized nationally or internationally recognized tests approved by the MOE;

Admissions criteria for programs, and for the institution, are regularly evaluated and such information is used in enrolment planning.

## Program goals

The goals of the GE program are:

- ❖ Provide students with broad-based education in humanities, arts, social sciences and science: The program aims to furnish students with broad understanding of the approaches to knowledge such as language, Islamic studies, UAE studies, innovation, entrepreneurship and sustainability.
- ❖ Develop confident, skilled, and knowledgeable learners and communicators: The program aims to cultivate graduates who exude confidence, possess refined skills, and are well-versed in their knowledge, enabling them to excel not only in the UAE workforce but also on the global stage.
- ❖ Equip Students with Cultural and Societal Knowledge: Students will be equipped with profound cultural and societal knowledge, contributing to the eradication of culture shock and societal anxiety, thus fostering a more inclusive and harmonious environment.
- Cultivate responsibility, leadership and critical thinking skills: The program aspires to graduate students who are adept at taking on leadership roles and responsibilities in their future organizations, contributing positively to their respective fields.
- ❖ Build an Ethical, Respectful, and Dynamic Workforce: The overarching goal is to shape a workforce characterized by ethical conduct, mutual respect, and dynamism, well-equipped to thrive in the diverse and multicultural global landscape.

## **Program learning outcomes**

- **PLO 1**: Demonstrate knowledge of the principles of entrepreneurship, innovation, and sustainability and their application to the global scene with emphasis on the Emirati context
- **PLO 2**: Critique Statements, Opinions, and Views Respectfully
- **PLO 3**: Implement Effective and Efficient Techniques for Teamwork
- **PLO 4**: Exhibit Adaptability to the Dynamic Tech World
- **PLO 5**: Appraise Opportunities for Personal Growth and Development
- **PLO 6**: Demonstrate Ethical Techniques in Information Gathering and Communication
- **PLO 7**: Identify Roles and Responsibilities of Industrial Influencers

#### Opportunities for students on successful completion of the programme

The General Education program is designed to equip students with broad-based knowledge, skills and competencies in different sciences and walks of life. Students are exposed to topics in humanities, arts, science, religious studies, language and communication to enable them to make informed decisions about how and where to pursue their academic studies. Upon completion of the program, students will be in a better position as to decide which college or program to join, and whether it aligns with their passion and skills or otherwise. It also opens their eyes to local and global issues which contributes to shaping their perspectives, understanding, and personality.

#### Learning and teaching strategy

Scheduled learning and teaching methods

In the GE program, instructors create a collaborative learning community where students are active participants not only in classroom activities, but also in generating knowledge, sharing best practice, providing peer support and feedback, and developing study skills. Informed by the principles of andragogy (adult learning theory), students take an active role as autonomous and/ or self-directed learners who use their growing reservoir of experience as a resource for learning. They also engage in developmental tasks aligned with their social and academic roles. In addition, their orientation to learning, which shifts from subject-centeredness to problem-centeredness, leads to immediate application of knowledge and skills within real life and/or simulated contexts. For adult students, motivation should be intrinsic. Hence, the learning activities of each course engender and boost independence and self-efficacy.

The teaching strategies of GE courses are informed by Vygotsky's Social Constructivism and Zone of Proximal Development principles. Teachers design activities that enhance interaction, connect learning to prior experiences, boost exploration and discovery, simulate real world tasks, and prompt adaptability and problem solving. The teacher serves as a motivator, learning facilitator, activities creator, assessor, and feedback provider. All GE courses are 3-credit hours, which means that students receive 45 guided learning hours in the classroom in addition to completing almost 90 hours of self-study, homework assignments, out-of-class activities, exam preparation, and collaborative tasks.

#### Assessment strategy

Assessment methods

In the General Education program, all instructors employ a combination of summative and formative assessment methods. They do that with one eye on the destination and the other on the journey. The starting point of the assessment strategy is to select, create or adapt tools that are suitable for the course level and students standing in their academic journey. In other words, instructors make sure that the level of difficulty, scope, and deliverables of the assessment tools are within the Zone of Proximal Development of the students. For example, freshmen students create presentations, engage in panel discussions, analyze case studies, do projects, sit quizzes and exams but at a differentiated level than sophomores, juniors, and definitely senior students. The second step in the strategy is to align all assessment tools with the learning outcomes of the course, and make sure that each tool seeks to achieve a particular CLO whether wholly or partially. All assessment tools complement each other in the achievement of the course learning outcomes. The third step is to ensure that the process of student assessment is scaffolded by providing students with the proper support and guidance throughout. The assessment cycle only completes when students receive timely and constructive feedback to inform their learning and provide opportunities for reflection and growth. One aspect of the assessment methodology at JU is that instructors use assessment data to identify patterns and trends in student performance, which in turn is used to adjust instructional methods, provide targeted intervention for the students who struggle and tailor more challenging and enriching learning experience for the students who excel.

## Grading Scheme

Students enrolled in courses in the GE program are graded according to the table below. Grade Point Averages are calculated at the end of every semester on a scale from 0.0 to 4.0

- Cumulative Grade Point Average (CGPA) is calculated by dividing the total number of grade points earned by the total number of credits of courses taken in the program.
- Semester Grade Point Average is calculated by dividing the total number of grade points earned in the semester by the total number of credits of all courses taken in the semester.

The following grades are used in grade points calculations:

Descriptor	Grade	Grade Points	Range
Achievement that is outstanding relative to the course and GPA requirements.	A	4	95-100
	A-	3.7	90-94
Achievement that is significantly above the course and GPA requirements.	B+	3.3	87-89
	B	3	83-86
	B-	2.7	80-82
Achievement that satisfactorily meets the course and GPA requirements.	C+ C	2.3	75-79 70-74
Achievement that minimally meets the course requirements but may not meet the GPA requirements.	C-	1.7	67-69
	D+	1.3	63-66
	D	1	60-62
Achievement that does not meet requirements.	F	0	0-59

## **University Requirements (24 Credit Hours)**

**Core Courses (18 Credit Hours)** 

<b>Course Code</b>	Course Title	СН	Requisites
GE 101 or *GE 115	Arabic Language Communication 1 or Basic Arabic Language 1	3	None
GE 103 / GE112	English Language Communication 1	3	Score 5 in IELTS or equivalent / Score 4.5 in IELTS or equivalent
GE 104 / GE113	English Language Communication 2	3	Score 5 in IELTS or equivalent / Score 4.5 in IELTS or equivalent
GE 142 / GE 144	UAE Society/ مجتمع الإمارات	3	Score 5 in IELTS or equivalent / None
GE 147 / GE 141 / GE140	الحضارة الإسلامية /الثقافة الإسلامية / Islamic Thought	3	Score 5 in IELTS or equivalent / None
GE 125 / GE122	Fundamentals of Entrepreneurship & Innovation / مبادئ ريادة الاعمال والابتكار	3	Score 5 in IELTS or equivalent / None
GE170 / GE172	الموارد الطبيعية و Natural Resources and Sustainability/	3	Score 5 in IELTS or equivalent / None
	Total	21	Credit Hours

**Elective Courses (6 Credit Hours)** 

	University Requirements – Elective Courses							
Course Code	Course Title	СН	Requisites					
GE 148	UAE Economy and Labor Market	3	Score 5 in IELTS or equivalent					
GE 145	Islamic Civilization		Score 5 in IELTS or equivalent					
GE 123 / GE 107	الإدارة الذائية / Personal Management	3	Score 5 in IELTS or equivalent / None					
GE 102 or *GE 116	Arabic Language Communication 2 of Basic Arabic		None					
GE 131	Critical Thinking	3	Score 5 in IELTS or equivalent					
GE 114 / GE129	مبادئ البحث العلمي / Principles of Research Skills	3	Score 5 in IELTS or equivalent / None					
	Total	3	Credit Hours					

## **Completion requirements**

To complete the General Education program, students will have to successfully complete 24 credit hours comprising of:

Requirements	Core (Credit Hours)	Elective (Credit Hour)	Total (Credit Hour)
University	18	6	24

## **Guidance Plan**

## Year 1 – Semester 1

COURSE	PRE-REQUISITES	CREDITS	GRADE
GE 101 Arabic Language Communication or GE 115 Basic Arabic Language 1	None	3	
GE 103 / GE112 English Language Communication	Score 5 in IELTS or equivalent / Score 4.5 in IELTS or Equivalent	3	
GE 142 / GE144 مجتمع الإمارات UAE Society	Score 5 in IELTS or equivalent / None	3	
GE 147/141/ 140 الثقافة الإسلامية / Islamic Thought / الثقافة الإسلامية الحضارة الإسلامية	Score 5 in IELTS or equivalent / None	3	

## **Year 1 – Semester 2**

COURSE	PRE-REQUISITES	CREDITS	GRADE
GE170 Natural Resources and Sustainability / GE172 الموارد الطبيعية و الاستدامة	Score 5 in IELTS or equivalent / None	3	
GE 104 / GE113 English Language Communication 2	Score 5 in IELTS or equivalent / Score 4.5 in IELTS or Equivalent	3	
GE 125 / GE122 Fundamentals of Entrepreneurship & Innovation / مبادئ ريادة الأعمال و الابتكار	Score 5 in IELTS or equivalent	3	
University Requirements - Elective Course	As per Course Elective Requirements	3	

## **Mapping of program learning outcomes and Courses**

The mapping shows the progressive measurement of courses from its Introductory status (Labelled as I), linked to courses which Reinforce (Labelled as R) the learning outcomes.

Program Standin g	Course Code	Course Title	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7
Core	GE 101 or	Arabic Language Communication		I	I			I	
Core	*GE 115	Basic Arabic Language 1			I			Ι	
Core	GE 103 /	English Language Communication 1		I	I			Ι	
Core	GE112	English Language Communication 1		I	I			I	
Core	GE 104	English Language Communication 2		I	R			R	
Core	GE113	English Language Communication 2		I	R			R	

Core	GE 142	UAE Society/	I		I		I	I	I
Core	GE 144	مجتمع الإمارات	I		I		I	I	I
Core	GE 147	Islamic Thought		I	I			I	
Core	GE 141	الثقافة الإسلامية		I	I			I	
Core	GE125	Fundamentals of Entrepreneurship & Innovation	I		I	I	I	I	I
Core	GE122	مبادئ ريادة الأعمال والابتكار	I		I	I	I	I	I
Elective	GE 148	UAE Economy and Labor Market	I		I	I	I	I	I
Elective	GE 145	Islamic Civilization		I				I	
Core	GE140	الحضارة الإسلامية		I				I	
Elective	GE 123	Personal Management	I	I	I	I	I	I	
Elective	GE 107	الإدارة الذاتية	I	I	I	I	I	I	
Elective	GE 102	Arabic Language Communication 2		I	R		I	I	
Elective	GE 116	Basic Arabic Language 2		I	R		I	I	
Elective	GE 131	Critical Thinking		I	I		I	I	
Elective	GE114	Principles of Research Skills		I		I		I	
Core	GE170	Natural Resources and Sustainability/	I		I	I		I	
Core	GE172	الموارد الطبيعية والاستدامة	I		I	I		I	

## Adherence of the program to the UAE QF

			QF E	mirates Level 7 De	escriptors	
	n-level outcomes (P).	Knowledge	Skills	ASPECT	S OF COMP	ETENCE
Students completing the BBA program will be able to:				Autonomy & Responsibilit y (AR)	Role in Context (RC)	Self- Development (SD)
PLO1	Demonstrate knowledge of the principles of entrepreneurship, innovation, and sustainability and their application to the global scene with emphasis on the Emirati context	7K1,2				7SD1
PLO2	Critique Statements, Opinions, and Views Respectfully	7K4	<b>7</b> S1		7RC4	
PLO3	Implement Effective and Efficient Techniques for Teamwork		783	7AR1		7SD3
PLO4	Exhibit Adaptability to the Dynamic Tech World	7K3			7RC3	
PLO5	Appraise Opportunities for Personal Growth and Development			7AR2		
PLO6	Demonstrate Ethical Techniques in Information Gathering and Communication	7K5	782	7AR3		
PLO7	Identify Roles and Responsibilities of Industrial Influencers		783	7AR4	7RC2	

#### QFEMIRATES LEVEL DESCRIPTORS LEVEL 7

## 7 Knowledge

7K1 - specialised factual and theoretical knowledge and an understanding of the boundaries in a field of work or discipline, encompassing a broad and coherent body of knowledge and concepts, with substantive depth in the underlying principles and theoretical concepts "

- **7K2** an understanding of allied knowledge and theories in related fields of work or disciplines and in the case of professional disciplines including related regulations, standards, codes, conventions
- **7K3** understanding of critical approach to the creation and compilation of a systematic and coherent body of knowledge and concepts gained from a range of sources
- **7K4** a comprehensive understanding of critical analysis, research systems and methods and evaluative problem-solving techniques
- **7K5** familiarity with sources of current and new research and knowledge with integration of concepts from outside fields

#### 7 Skill

- **7S1** technical, creative and analytical skills appropriate to solving specialised problems using evidentiary and procedural based processes in predictable and new contexts that include devising and sustaining arguments associated with a field of work or discipline
- **7S2** evaluating, selecting and applying appropriate methods, procedures or techniques in processes of investigation towards identified solutions
- **7S3** evaluating and implementing appropriate research tools and strategies associated with the field of work or discipline
- **7S4** highly developed advanced communication and information technology skills to present, explain and/or critique complex and unpredictable matters

## 7 Aspects of Competence

#### **Autonomy and responsibility**

- **7AR1** can take responsibility for developing innovative and advanced approaches to evaluating and managing complex and unpredictable work procedures and processes, resources or learning"
- **7AR2** can manage technical, supervisory or design processes in unpredictable, unfamiliar and varying contexts
- **7AR3** can work creatively and/or effectively as an individual, in team leadership, managing contexts, across technical or professional activities
- **7AR4** can express an internalised, personal view, and accept responsibility to society at large and to sociocultural norms and relationships

#### Role in context

- **7RC1** can function with full autonomy in technical and supervisory contexts and adopt para-professional roles with little guidance
- **7RC2** can take responsibility for the setting and achievement of group or individual outcomes and for the management and supervision of the work of others or self in the case of a specialisation in field of work or discipline

**7RC3** - can participate in peer relationships with qualified practitioners and lead multiple, complex groups

7RC4 - can take responsibility for managing the professional development and direct mentoring of individuals and groups

## **Self-development**

**7SD1** - can self-evaluate and take responsibility for contributing to professional practice, and undertake regular professional development and/or further learning

**7SD2** - can manage learning tasks independently and professionally, in complex and sometimes unfamiliar learning contexts

**7SD3** - can contribute to and observe ethical standards

## ASSESSMENT OF PLOS ALIGNMENT

PL O No.	PLO	Course	Assessment
1	Demonstrate knowledge of the principles of entrepreneurship, innovation, and sustainability and their application to the global scene with emphasis on the Emirati context	<ul> <li>GE125 / GE122         Fundamentals of Innovation and Entrepreneurship مبادئ ريادة الاعمال والابتكار     </li> <li>GE170 Natural Resources and Sustainability</li> <li>GE172 الموارد الطبيعية و الاستدامة GE172</li> </ul>	<ul> <li></li></ul>
2	Critique Statements, Opinions, and Views Respectfully	GE 101 Arabic Language     Communication     GE 115 Basic Arabic     Language 1     GE 103 / GE112 English     Language Communication 1     GE 104 / GE113 English     Language Communication 2     GE147 / GE141 Islamic     Thought / الثقافة الإسلامية     GE145 / GE140 Islamic     Civilization / الخفارة الإسلامية     GE123 / GE107 Personal     Management / الإدارة الذاتية     GE102 / GE116 Arabic     language Communication 2 /     Basic Arabic Language 2     GE131 Critical Thinking     GE114/GE129 Principles of     Research Skills	<ul> <li>☑ Tests</li> <li>☑ Individual Project</li> <li>☑ Individual and Group Presentation</li> <li>☑ Others (please specify)</li> <li>• Panel Discussion</li> <li>• Reports</li> <li>• Discussion paper</li> </ul>

3	Implement Effective and Efficient Techniques for Teamwork	GE 101 Arabic Language Communication     GE 115 Basic Arabic Language 1     GE 103 / GE112 English Language Communication 1     GE 104 / GE113 English Language Communication 2     GE147 / GE141 Islamic Thought / الثقافة الإسلامية     GE145 / GE140 Islamic Civilization / الحضارة الإسلامية     GE123 / GE107 Personal Management / الإدارة الذاتية	<ul> <li>□ Project/Research Report</li> <li>☑ Group Presentation</li> <li>□ Others (please specify)</li> <li>• Classroom activities</li> </ul>
4	Exhibit Adaptability to the Dynamic Tech World	<ul> <li>GE125 / GE122         Fundamentals of Innovation and Entrepreneurship ريادة الإعمال و الابتكار     </li> <li>GE123 / GE107 Personal management / الإدارة الذاتية / GE170 / GE172 Natural Resources and Sustainability / الموارد الطبيعية و الاستدامة / GE170 / GE172 / GE</li></ul>	<ul> <li>☑ Group Project</li> <li>☑ Presentation</li> <li>☐ Others (please specify)</li> <li>• Tests</li> <li>• Reports</li> <li>• Assignments</li> </ul>
5	Appraise Opportunities for Personal Growth and Development	<ul> <li>GE142/GE144 UAE society مجتمع الامارات</li> <li>GE125 / GE122         Fundamentals of Innovation and Entrepreneurship مبادئ والابتكار مبادئ GE148 UAE Economy and Labour Market     </li> <li>GE131 Critical Thinking</li> <li>GE123 / GE107 Personal management / الإدارة الذاتية</li> </ul>	<ul> <li>☐ Case Study Analysis</li> <li>☐ Group Project</li> <li>☐ Presentation</li> <li>☐ Others (please specify)</li> <li>• Exams</li> <li>• Classroom Activities</li> <li>• Out-of-class Assignments</li> </ul>
6	Demonstrate Ethical Techniques in Information Gathering and Communication	GE 101 Arabic Language     Communication     GE 115 Basic Arabic     Language 1     GE 103 / GE112 English     Language Communication 1     GE 104 / GE113 English     Language Communication 2     GE147 / GE141 Islamic     Thought / الثقافة الإسلامية     GE145 / GE140 Islamic     Civilization / الخفارة الإسلامية       GE123 / GE107 Personal     Management / الإدارة الذاتية       GE102 / GE116 Arabic     language Communication 2 /     Basic Arabic Language 2	<ul> <li>         ☐ Case Study Analysis         ☐ Project/Research Report         ☐ Presentation         ☐ Others (please specify)         <ul> <li>Out-of-class Assignments</li> <li>Discussion papers</li> </ul> </li> </ul>

		GE131 Critical Thinking     GE114/GE129 Principles of Research Skills	
7	Identify Roles and Responsibilities of Industrial Influencers	<ul> <li>GE142/GE144 UAE society مجتمع الامارات</li> <li>GE125 /GE122         Fundamentals of Innovation and Entrepreneurship مبادئ مبادئ ريادة الأعمال و الابتكار     </li> <li>GE148 UAE Economy and Labor Market</li> </ul>	<ul> <li>         ∑ Case Study Analysis     </li> <li>         ∑ Project/Research Report     </li> <li>         ∑ Presentation     </li> <li>         ∑ Others (please specify)     </li> <li>         Class Activities         <ul> <li>Panel Discussions</li> <li>Tests</li> </ul> </li> </ul>

## **Support for student learning**

#### **Academic Advising**

New students at Jumeira University undergo an exciting, eventful and informative orientation week were they familiarise with the campus, staff and other students undertaking the same program.

Academic Advisors are assigned to students at the start of the semester and the Advisor works with the student throughout their time at JU. The Advisor not only assists the student with planning their studies at the Academy but also helps with career advice and mapping directions for the student to achieve their personal and professional goals. The Advisor uses various tools which they deem suitable to succeed in this role which include input from the student, the teaching staff, the student's records, personal experience, and contacts. Students are expected to consult with their assigned advisor on a regular basis to ensure that they are on track to meet their goals and to receive any new information available regarding their status.

## **Student Feedback**

Jumeira University provides several opportunities for students to provide their feedback on teaching staff, program quality and overall satisfaction on campus facilities. A Course Evaluation Survey is conducted every end of semester and students get to honestly express their views on the different course they are enrolled in. The purpose of this evaluation is to assess the faculty, teaching methods, learning and physical facilities of the Academy.

The Alumni Satisfaction Survey is completed by the graduates to give feedback on the employment rate of the graduates plus their ability to apply the functional knowledge gained during their study at JU. The Alumni survey is gives graduates a chance to express the overall program satisfaction whilst in the real world

Below is a list of surveys that are conducted for all academy stakeholders during the academic program:

Survey	Stakeholder	Schedule
<b>Course Evaluation Survey</b>	Students	End of every semester
<b>Student Satisfaction Survey</b>	Students	Every year
<b>Employee Satisfaction Survey</b>	Staff	Every year
Employer/Industry Satisfaction Survey	Employers	Every year
Alumni Satisfaction Survey	Alumni	Every year
Student Exit Survey	Potential Graduates	Every year
New Student Engagement Survey	Students	After week 8 in Fall & Spring
Local Community Service Satisfaction Survey	Community Engagement Partners	Every year

## **Quality and enhancement mechanisms**

Course review reports by respective teaching staff for each course will drive the continuous improvement of courses. The Academic Deanship consider the course review reports in addition to assessment data and other direct and indirect measures of quality and review the courses accordingly. The program also undergoes a comprehensive program review once in five years.

## **Indicators of standard and quality**

- Program review reports
- CAA ERT reports
- Graduation rate
- Conversion rate
- Acceptance rate
- Student satisfaction rate

- Persistence rate
- Graduate Employment Rate
- Retention Rate
- Progression Rate Attainment Rate