

General Education Submission Form

Electronic submissions are required.

A. GE component for which course is being proposed: _____

B. Submitted by _____

C. Ideally, submissions should be discussed by the entire department prior to submittal.

Chair has reviewed and approved the course _____

D. Course being proposed (please attach syllabus):

E. This course

- Has not been modified, but is being submitted to check its suitability
- Has had its syllabus rewritten to communicate the course's contribution to GE
- Has had its contents modified to address the relevant GE issues
- Is a new course designed to fulfill the GE requirement

F. This course is being submitted as

~~A Template.~~ Applicable to courses with multiple sections which require only general training in the discipline. The submission should come from the department chair and should clearly identify what course content and what elements of the syllabus the department has agreed will be common to all sections. Upon approval by the GE Committee, any course whose syllabus is determined by the department to meet the specifications of the template is approved to satisfy this area requirement. A copy of the syllabus should be forwarded to the GE Committee for record keeping purposes.

~~An Individual Course.~~ Applicable to courses requiring specialized training in a discipline or area typically offered by a particular instructor. The course should be resubmitted and reassessed in the event of a change in staffing or syllabus.

G. Statement of rationale:

(Include a list of the area certification criteria (former called GE objectives) and GE Student Learning Outcomes (if applicable). These certification criteria and GE SLOs are listed in the ~~GE Committee Combined~~ document. After each certification criterion and GE SLO, list several course activities (lectures, readings, assignments, etc.) that address it. If it is not completely obvious, explain how the activities relate to the certification criterion or outcome. Please attach a copy of the syllabus which has been annotated to identify the corresponding activities. Electronic annotations are required. Please use the comment feature in Word to annotate electronic copies.