

Approval Process for General Education Courses Submitted During Spring 2010

These proposals have been or are being approved by Senate-appointed vetting teams for compliance with the Course Templates. These courses are also being piloted during the next few semesters. We propose the following procedure for submission and approval of Gen Ed courses through spring 2010:

1. Existing courses that have been approved for Gen Ed compliance by the vetting teams are approved for offering as General Education courses. If the change in the course cannot be considered minor (as provided in SR 3.3.0.G2), then a major course change request must be submitted to Undergraduate Council.
 - a. Such requests must be approved by the College faculty in a manner they prescribe. The College Faculty makes its recommendations to the dean, who signs and forwards those recommendations to the Associate Provost for Undergraduate Education and at the same time circulates a description of the recommendations to the appropriate college administrators (deans, department chairs, division heads, etc.) and faculty.
2. All requests submitted to the Undergraduate Council during spring 2010 will be reviewed in preparation for an effective date of fall 2011. (The Undergraduate Council will ensure that all courses requiring Graduate Council review are also reviewed and approved in accordance with this timeline.)
3. New Gen Ed courses without permanent course numbers must be submitted to the appropriate council (typically the Undergraduate Council) for course approval, after approval by the faculty of the originating college.
 - a. New courses will be considered approved for Gen Ed compliance if the original course submission was approved by the appropriate Gen Ed vetting team.
4. The new course proposal will then be processed in the same manner as any other new course.
5. The Office of Undergraduate Education will maintain an online database of all course syllabi from approved Gen Ed courses.