

CSU Channel Islands

HOW TO SUBMIT AT GE COURSE

The GE process starts with either:

1) A new course form:

(<http://senate.csuci.edu/comm/curriculum/new-course-form-fall-14.doc>) or -

2) A course modification form:

(<http://senate.csuci.edu/comm/curriculum/course-mod-fall-14.doc>)

A complete GE submission includes a GE category, category justifications, and GE learning outcomes.

GE Categories

All GE courses must have a GE category. The GE categories are listed in Senate Policy 11-02 (<http://senate.csuci.edu/policies/2002-2003/SP02-03.pdf>). In addition to these CSU A-E categories, we have another category: Upper-division Interdisciplinary General Education (UDIGE). UDIGE courses must be in the number range 330-339 and 430-439, be interdisciplinary in focus, and have a writing outcome as a course learning outcome. There is a senate policy outlining the need for UDIGE courses to be writing intensive (<http://senate.csuci.edu/policies/2011-2012/sp11-07gwar.pdf>).

Some courses may have multiple GE categories. For example: UDIGE and D or A3 and C3b. Course submissions with more than two GE categories are rare and difficult to adequately justify.

Justifications

For new courses, the GE website will prompt the submitter to fill out text boxes that provide justification for the GE area request. The prompts for the text boxes can be found in Senate Policy 11-02 (<http://senate.csuci.edu/policies/2002-2003/SP02-03.pdf>). The prompts are derived from bulleted descriptions for each subcategory, e.g. A2 or B4. The justification need not be extensive. A brief description of how the course meets criteria is sufficient.

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General Education Learning Outcomes

In addition to the justifications, each GE course must include 2 or 3 GE learning outcomes ([http://senate.csuci.edu/policies/2007-2008/Revisions to SP-06 GE Goals and Outcomes.doc](http://senate.csuci.edu/policies/2007-2008/Revisions%20to%20SP-06%20GE%20Goals%20and%20Outcomes.doc)).

There are 7 GE Goals each with 2-4 GE learning outcomes. The 7 GE goals can be gathered into 3 categories mission, cross-curricular skills, and distribution.

Mission Goal - Goal 1

Cross-curricular Goals - Goals 2, 3, and 4

Distribution Goals - Goal 5: Natural Sciences, Goal 6: Arts and Humanities, and Goal 7: Social Sciences.

Note that Outcome 1.1 consists of 3 separate course-level learning outcomes 1.1a, 1.1b, and 1.1c. All the other GE Learning outcomes are course-level learning outcomes.

The GE committee requires that each course have at least two GE learning outcomes chosen from 2 of the 3 groupings of Goals, (Mission, Cross/Curricular, and Distribution). For example, a History course could include one Social Science GE learning outcome from Goal 7 and one Mission GE learning outcome from Goal 1. A Course could also have a cross-curricular learning outcome and a mission outcome, or a distribution outcome and a cross-curricular outcome.

You can use a GE learning outcome as written as one of your course learning outcomes. Or if you have an existing outcome that is closely related to a GE outcome, you associate that outcome with a GE Learning outcome. In any case, the committee asks that that any GE outcome or course outcome linked to a GE outcome have a parenthetical after the outcome indicating the GE outcome. For example: *"Produce essays in a coherent style that express lexical, grammatical, and cultural competency. (GE 4.2)."*

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English 240 Example:

Here the proposer links course outcomes to GE outcomes.

Upon completion of the course, the student will be able to:

1. Demonstrate an informed understanding of the genre under study.
2. Recognize the historically and culturally determined nature of literary genres.
3. Articulate challenges and methods of reading internationally and in translation.
4. Analyze literary texts, paying particular attention to the demands of form. (GE 6.1)
5. Relate different literary texts to one another across spatial and temporal borders. (GE 1.1b)
6. Express an understanding of the course material in oral and written form. (GE 4.2)

Anthropology 345 Example:

Here the proposer uses includes the GE outcomes directly using the wording from Senate Policy.

Upon completion of the course, the student will be able to:

1. Discuss the mechanisms of evolution in general and apply to them to human evolution.
2. Differentiate human biological adaptations from cultural adaptations
3. Distinguish the similarities and differences among the different hominid species.
4. Make connections between important/core/key concepts (or big ideas) in the natural sciences to describe/explain natural phenomena (GE 5.4)
5. Write effectively in various forms (GE 4.2)

Submitting to the GE committee website

Once the form is completed and includes GE learning outcomes as Course Learning outcomes, the next step is to submit the request to the GE website (<https://ciapps.csuci.edu/geapproval>).

Click on "Start a new request" or "Request change to Approved Course" as appropriate. Note that for very old existing GE courses, the course may not be found in the online GE system. If it is not, select "Start an new course".

You will be prompted to upload your form, select GE categories, and submit your justifications. The GE committee forwards courses to the Curriculum Committee after GE processes the request.

Due Dates

Courses for the upcoming academic year must be submitted by **October 15th** of the preceding academic year.