

GENERAL EDUCATION PROGRAM SUPPLEMENTAL COURSE REGISTRATION FORM

REVISED EFFECTIVE FALL 2016, UPDATED SPRING 2019

COURSE NUMBER: _____ COURSE TITLE: _____

COURSE NUMBERS FOR ANY CROSSLISTINGS: _____

SUBMITTED BY: _____ DEPARTMENT/PROGRAM: _____

DATE: / / ESTIMATED SEATS/SEMESTER? _____

NEW COURSE? YES NO HYBRID OR ONLINE? YES NO

RE-REGISTRATION OF EXISTING COURSE? YES NO

UPPER-DIVISION KNOWLEDGE AREA EXCEPTION FOR TRANSFERS YES NO

DEPARTMENT CHAIR'S APPROVAL _____ DATE: / /

Required before General Education Committee Action

SCHOOL DEAN'S ACKNOWLEDGEMENT _____ DATE: / /

Required before General Education Committee Action. Signature from this office indicates that the proposal is complete and ready to be reviewed by the College Senate General Education Committee.

GENERAL EDUCATION COMMITTEE APPROVAL _____ DATE: / /

Required after General Education Committee Approval

ACADEMIC AFFAIRS ACKNOWLEDGEMENT _____ DATE: / /

Required after General Education Committee Approval

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- All items listed below must be received in order for the committee to act on the proposed course. All materials submitted must be typed or printed. Submissions that are incomplete or incorrect will be returned without being evaluated by the committee.

_____ A copy of the standard College *Course Registration Form* signed by the chair and dean.

_____ The Student Learning Outcomes Checklist(s) as appropriate for requested code(s).

_____ A course syllabus that includes a list of the student learning outcomes for the course and provides a topical outline. [This is required by SUNY General Education.]

_____ A list of textbooks to be used and a current course bibliography, all with full bibliographic citations.

- Check below the General Education code(s) being requested and attach a completed Student Learning Outcomes Checklist(s) for each:

_____ Fine Arts ("F")

_____ Fine Arts Performance ("P")

_____ Humanities ("H")

_____ Natural Sciences ("N")

_____ Natural Sciences Laboratory ("L")

_____ Social Sciences ("S")

_____ Foreign Language ("R")

_____ Contemporary Issues ("I")

_____ Perspectives on Gender ("W")

_____ World Civilization (Non-Western) ("O")

_____ Diversity ("D")

_____ Oral Communication ("Y")

_____ Mathematics ("M")

Committee Action:

Approved as requested. Course will be filed with Registrar's Office.

Not approved. If not approved for inclusion in General Education Program at this time, please see comments below:

[IMPORTANT: This page is only for informational purposes; it does not need to be submitted.]

PLEASE NOTE: After SUNY Brockport's General Education Committee has approved a course, the additional approval of the SUNY Provost's office is required for any course submitted for one of the "SUNY 10" outcomes. This includes all of Brockport's General Education Knowledge Area courses. Obtaining SUNY approval requires additional time after College approval of the course. SUNY approval of Brockport's "local" General Education course requirements ("D" "O" "W" "Y" "I") is not required.

PLEASE NOTE: All student learning outcomes as appropriate for the code must be assessed in the General Education courses. Please state in the checklists the means by which each outcome will be assessed in the course.