California State University, Long Beach
**General Education (GE) Form***Please complete and submit all pages and fields, including required signatures.*

1. **Course Information**
2. Course number:
3. Title:
4. Units:
5. Is course cross-listed? [ ]  Yes [ ]  No

 If yes, list other course(s):

 *(If the two courses are* ***identical****, aside from course name and number, you may submit* ***one form*** *for both courses)*

1. Is this a new course, created during this academic year? [ ]  Yes [ ]  No

*(Please note that a course must be officially certified via the Curriculum Cycle before it can be GE certified.)*

1. Responsible faculty and email:
2. Date this document was last revised:

# Catalog Description

List current full catalog description, **including all prerequisites, if any**.

In addition to any major specific pre-requisites, you ***must include*** the following if applicable:

* **Explorations courses** must include “**a pre- or co-requisite from the Foundations.**”
* **Upper division courses** must include, as pre-requisites, “**Completion of at least 60 units**.”

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#  Course Level and Type:

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| --- | --- |
| [ ]  Lower Division | [ ]  Upper Division |
| [ ]  Foundation*Subareas**A1, A2, A3, B4* | [ ]  Explorations*Subareas**B1, B2, B3, C1, C2,**D1, D2, D3, E, F-LD* | *If requesting certification for* [*B-UD*](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-upper-division-scientific)*,* [*C-UD*](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-upper-division-arts-or) *or* [*D-UD*](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-upper-division-social) *or F-UD, please note specific GE requirements apply, as per the current GE Policy, and should be covered in the sections below.* |

#

#  GE Areas

Check “Add” if new to (sub)area; “Delete” if removing (sub)area;
Check “Continue” if previously approved for the (sub)area, and there are no substantial changes.

*Please note:* Upper Division classes ***must also*** check the (sub)area to which the class most closely relates, as to comply with the GE Policy.

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| Add | Delete | Continue | Area A: | To be used only by classes previously |
| [ ]  | [ ]  | [ ]  | [Oral Communication (A1)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-oral-communication-a1) | approved for these categories: |
| [ ]  | [ ]  | [ ]  | [Written Communication (A2)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-written-communication-a2) |  |  |  |
| [ ]  | [ ]  | [ ]  | [Critical Thinking (A3)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-critical-thinking-a3) | Delete | Continue | Capstones (F): |
|  |  |  | **Area B:** | [ ]  | [ ]  | Interdisciplinary |
| [ ]  | [ ]  | [ ]  | [Physical Sciences (B1)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-physical-sciences-b1) | [ ]  | [ ]  | Advanced Skills |
| [ ]  | [ ]  | [ ]  | [Life Sciences (B2)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-life-sciences-b2) | [ ]  | [ ]  | Service Learning |
| [ ]  | [ ]  | [ ]  | [Laboratory Experience (B3)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-laboratory-course-b3-1) | [ ]  | [ ]  | Writing Intensive |
| [ ]  | [ ]  | [ ]  | [Mathematics/Quant. Reasoning (B4)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-mathematicsquantitative) | [ ]  | [ ]  | Integrative Learning |
|  |  |  | Area C: |  |  |  |
| [ ]  | [ ]  | [ ]  | [Arts (C1)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-the-arts-c1) |  |  | Additional |
| [ ]  | [ ]  | [ ]  | [Humanities (C2)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-humanities-c2) |  |  | Requirements: |
|  |  |  | Area D: |  [ ]  |  [ ]  | Human Diversity |
| [ ]  | [ ]  | [ ]  | [U.S. History (D1)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-us-history-d1) |  [ ]  |  [ ]  | Global Issues |
| [ ]  | [ ]  | [ ]  | [Const. & American Ideals (D2)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-constitution-and-american) |  |  |  |
| [ ]  | [ ]  | [ ]  | [Social Sciences & Citizenship (D3)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-social-and-behavioral) |  |  |  |
|  |  |  | Area E: |  |  |  |
| [ ]  | [ ]  | [ ]  | [Lifelong Learning & Self-Dev. (E)](http://www.csulb.edu/academic-affairs/general-education-ge/excerpt-of-the-ge-policy-relevant-to-lifelong-learning-self) |  |  |  |
|  |  |  | Area F: |  |  |  |
| [ ]  | [ ]  | [ ]  | [Ethnic Studies (F)](https://www.csulb.edu/academic-affairs/general-education-ge/ethnic-studies-area-f) |  |  |  |

# GE Justification

In this section, offer GEGC members a brief “elevator pitch” (a couple short paragraphs) that addresses the key question of “Why should this class be certified for the GE (sub)area(s) being requested?” Explain *briefly, in simple terms* (that people outside your field can understand), why this course is a good fit for the requested (sub)area(s). Focus on discussing *the course itself*, and *not* the topic or discipline in general. Although you may paraphrase the GE Policy and GE SLOs document, please avoid simply copying and pasting from these documents, focusing on offering context instead.

**Please also include the justification** for(sub)area(s) for which the course was previously certified.

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# Measurable Student Learning Outcomes

# Please DO NOT include measurable benchmarks, instructional strategies or evaluation instruments, as those are covered elsewhere in the form.

# VIa. Non-GE SLOs:

# Please list ALL Student Learning Outcomes (SLOs) for the course, as listed in your course’s SCO.

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# VIb. GE SLOs:

# In the box below, please copy and paste the GE SLOs from the [Senate-approved GE SLOs document](https://www.csulb.edu/sites/default/files/document/ps_21-02_ge_slos_0.pdf) that your course will be covering. Then, immediately below each pasted GE SLO, offer a brief (1-2 sentences) statement contextualizing the SLO in your own words, explaining how your course covers the specific learning outcome.

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1. **Course Assessment**

# Please provide ALL assignments used in the course in this section, including BOTH GE-related AND non-GE-related. (Even if an assignment does not address GE at all, it should still be listed.)

Then, for *every* assignment, please include: the title of the assignment; a short description of the assignment **that** **focuses on explaining how** **it assesses** GELOs; the GELOs assessed by the assignment (*using the GELO numbering from the official document – for example, “Subarea B4, GELO 3” or “UD Area B, GELO c*”); and the percentage of the final grade covered by the assignment, complying with university policy(ies).

**Please note** that while all GELOs must be assessed, **not all assignments have to assess GE SLOs**. It’s perfectly fine for some assignments to assess class SLOs only, and not GELOs.

*Please add or remove rows in the table as needed.*

|  |  |  |  |
| --- | --- | --- | --- |
| Title of Assignment | Short Description | GE SLO(s) covered, *if any* | % of final grade |
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 **VIII. Outline of Subject Matter by week**

Provide a suggested week-by-week course schedule, including the topic covered, a short description, and the GELO(s) being addressed (if any). In the last column, use the GELO numbering from the official document – for example, “Subarea B4, GELO 3” or “UD Area B, GELO c.”  For weeks addressing a GELO, make sure the description illustrates how course content addresses the requested GE (sub)area(s).

*Do not aggregate weeks or offer a list of possible topics without a weekly schedule; instead, list topics week-by-week, repeating the topic if needed.*

*Do not aggregate weeks or offer a list of possible topics without a weekly schedule; instead, list topics week-by-week, repeating the topic if needed.*

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| --- | --- | --- | --- |
| **Week #** | **Topic(s) covered** | **Short description (1-2 lines) of topic, using terms people outside your field would understand** |  **GELO(s) covered, *if any*** |
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| 2 |  |  |  |
| 3 |  |  |  |
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| 15 |  |  |  |

1. **Bibliography (related to GE content of the course)**

Include a current bibliography of references/sources. Show books, articles, films etc. that may be used by professors preparing the course ***and/or*** students taking the course. Please include full citations with, for example, date of publication.

Include **ALL material used**, including material that does NOT address GE. Then, **please indicate materials that cover current and requested GE (sub)areas**, clearly indicating which sources relate to which GE Area(s). (For example, list statistical textbooks under a header for “Mathematics/Quantitative Reasoning” if applying for Subarea B4.)

**GEGC *highly* encourages including items published in the past 2-3 years *as well*, to show the latest developments in the field.**

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1. **Acknowledgment of the terms of GE Certification**

Once a course has been approved for GE credit by the GEGC, it will be (re)reviewed periodically. The standard period between reviews is five years. Courses approved for GE that have not been offered within a five-year period shall have GE status removed. Any course that undergoes substantial change requires appropriate reevaluation to remain on the list of approved courses. A request for inclusion in an additional GE area or subarea for a course already on the list of approved courses for GE requirements requires a review and evaluation of the course for all prior as well as currently requested GE Areas or Subareas by the GEGC. Except in the case of courses that have not yet been offered, departments may be asked to provide anonymous examples of student work as evidence that course expectations are appropriate.

Moreover, Departments will have a duty to update their SCOs accordingly, based on the information contained in this document. Departments will furthermore distribute the updated SCO to all faculty teaching the course, including in future semesters, after certification.

 **[ ]  Agree to those terms.**

 (Please note: proposals that do not check this box will NOT be eligible for GE certification)

***\*\*\* Please make sure this page is separate from the rest of the documents, in case GEGC requires revisions ,
or new signatures are required during the review. \*\*\****

# Required Signatures

By signing below, you verify that you, as well as the members of the curriculum committees at large, have reviewed and recommended this proposal, and attest to the appropriateness of the requested action.

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| Chair, Curriculum Committee, Department of Date: PRINT NAME: SIGN NAME:  |

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| Chair, Department of Date: PRINT NAME: SIGN NAME:  |

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| Chair, Curriculum Committee, College of Date: PRINT NAME: SIGN NAME:  |

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| (Assoc.) Dean, College of Date: PRINT NAME: SIGN NAME:  |

*Revised 06/08/23.*