

## **General Education and Instructional Effectiveness Committee (GEIEC)**

Instructions for Requesting General Education, Domestic Diversity, Global Diversity Designation(s)

**All review requests to the GEIEC must be submitted through Curriculog (<https://ecu.curriculog.com/>) using Form W-1 (Course Designation Form).**

The GEIEC reviews requests for the following curricular actions:

- Obtaining General Education, Domestic Diversity, Global Diversity designation(s) for a **NEW COURSE**.  
*Faculty must also submit Curriculog Form D (New Course Form) to the Undergraduate Curriculum Committee (UCC) for approval.*
- Obtaining for the first-time General Education, Domestic Diversity, Global Diversity designation(s) for an **EXISTING COURSE**.  
*If the request includes minor or major revisions to the course as a result of seeking the designation, Curriculog Form B (Long Course Revision Form) or Form C (Short Course Revision Form) must also be submitted to the UCC for approval. The exception to submitting these additional forms would be if the only course changes are adding the “Required Syllabus Statements”*  
*(<https://www.ecu.edu/cs-acad/fsonline/customcf/committee/as/minutes/2019/RequiredSyllabusStatements.docx>).*
- Deleting or banking a course with General Education, Domestic Diversity, Global Diversity designation(s).  
*Faculty must also submit Curriculog Form E (Bank/Delete/Revise Prefix/Course List Form) to the Undergraduate Curriculum Committee (UCC) for approval.*
- Minor revision to an existing course that already has Gen Ed, Domestic Diversity, Global Diversity designation(s). Minor revision include revision to: course prefix, course title, course repeatability, credit hours, banking, required/recommended prerequisites or corequisites, renumbering to same level.  
*For minor revisions, faculty must also submit either Form B (Long Course Revision Form) or Form C (Short Course Revision Form) to the UCC for approval.*
- Significant revisions to an existing course that already has Gen Ed, Domestic Diversity, Global Diversity designation(s). Significant revision includes: renumbering to a different level, changes to course description, student learning outcomes and/or course content; any other significant changes not previously listed.  
*For significant revisions, faculty must also submit either Form B (Long Course Revision Form) or Form C (Short Course Revision Form) to the UCC for approval.*
- Removal of Gen Ed, Domestic Diversity, Global Diversity designation(s).