

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO  
Office of the Dean of Undergraduate Studies

GENERAL EDUCATION COMMITTEE  
**QUESTIONNAIRE**

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*Name of Person Completing Form:*

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*Course Department, Number & Title:*

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*G.E. Requirement this course fulfills:*

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*Please submit your TYPED answers as part of the complete course portfolio to your department office **by January 23, 2004** (Note: Part-time instructors who are not returning in the winter quarter should submit their materials by the end of the Fall quarter, 2003).*

1. If any of the following course requirements are not explained to students in your syllabus, please provide this information here:
  - a) Texts required
  - b) Course objectives
  - c) Course topics listed by week of instruction
  - d) Amount and types of work required in course and how assignments are assessed
  - e) How course grade is computed
  - f) Office hours and availability for advising
2. Describe how this course meets the goals of its category (Critical Thinking, Lifelong Understanding, etc.) as well as the particular criteria for the specific section in which this course is qualified. Highlight particular features or aspects of the course that are especially effective in meeting the goals and criteria that apply to the course. In addition, describe how the course reinforces the basic skills of critical thinking, written communication, oral communication, and mathematics (as appropriate). NOTE: The document, "Objectives and Criteria for Courses Meeting General Education Requirements," is available for reference in College and Department offices, both in printed form and on disk as a Word document.
3. Which aspects of the goals and criteria applying to this course are not covered in depth? Briefly explain why those items are not emphasized.
4. Please critically evaluate the statement of goals and criteria that apply to the course. If you feel that modifications in the existing criteria, content, and/or competencies are needed, please suggest appropriate changes and discuss the reasons why the changes are needed.