

Effective Fall 2019, the Office of the University Provost has implemented a new business process regarding permanent courses with topics and General Studies designations. Requests for General Studies consideration must be submitted at the topic level.

Any permanent course with topics that currently carries a General Studies designation will continue to carry its General Studies designation until the course is due for mandatory review. General Studies mandatory course review occurs every 5 years from when the course first gained its General Studies designation(s). In order to add new topics to a permanent course that currently carries a General Studies designation, those topics must be submitted individually to General Studies Council for consideration.

When a permanent course with topics *does* require General Studies mandatory review, units have the following options:

1. Remove the General Studies designation(s) from the course and all its topics, or
2. Submit required documentation for General Studies consideration at the course level only (without topics). This will require all topics to be removed from the course via a Topics Form in Curriculum ChangeMaker, and no topics will be allowed to be requested for that course moving forward. Or,
3. Remove the General Studies designation(s) from the course and submit required documentation for each topic to be considered for review to maintain General Studies designation(s). Topics beneath permanent course numbers will now be handled like omnibus course topics, where only the topic carries the General Studies designation(s).