**Hawai`i Community College**

**Foundations / Diversifications Proposal Form**

The Hawaiʻi CC General Education Committee (GEC) invites your department to propose a course for inclusion in the AA and AS Degree Diversification category. This requirement is intended to assure that every student has a broad exposure to different domains of academic knowledge, while at the same time allowing flexibility for students with different goals and interests.

The GEC will review all proposals to ensure that approved courses meet Foundation or Diversification Hallmarks. If clarification is needed, a GEC member will contact the department chair. If the GEC approves the proposal, all sections of the course will be designated as satisfying the requirement for five years beginning in the fall semester it first appears in the catalog.

Department Chairs should complete this proposal form and answer the Hallmarks and Applications questions and submit it directly to the GEC Chair. Please submit all materials via email in .pdf format to the GEC Chair. State the requested Designation letter code (i.e., FG, FQ, FW, DA, DH, DL, DS, DB, DP, DY).

**Deadline for submitting (Fall 2024 / Spring 2025) Proposals: (9-30-24 - Fall / 2-1-25 - Spring)**

The GEC will accept proposals past the deadline. However, submitting a proposal past the deadline may delay the effective date of the designation, if approved. The Department should allow at least one month for review by the GEC and be mindful of publication deadlines for inclusion in the catalog.

**REQUESTED INFORMATION**

**1. *Course information*.**

If the course is cross listed, please provide the cross-listing.

Course Alpha:  Course number:

Course title:

**2. *Classification area requested*.**

 Foundations:

 ☐ Global & Multicultural Perspectives (**FG)**

 ☐ Quantitative Reasoning (**FQ**)

 ☐ Written Communication (**FW**)

 Diversifications:

 ☐ Art (**DA**) ☐ Biological Science (**DB**) ☐ Social Sciences (**DS**)

☐ Humanities (**DH**) ☐ Physical Science (**DP**)

☐ Literature (**DL**) ☐ Science Laboratory (**DY**)

**3.  *New*** ☐ OR ***Renewal*** ☐

**4. *What is this course designated as at other UH campuses? (indicate NA if no***

 ***designation at another campus).*** <https://www.sis.hawaii.edu/uhdad/CourseTransfer.home>

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If the proposed designation is different than what other campuses have declared, please share the justification for the difference:

***5. Signatures:***

**Proposer** (Preferred but not required):

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**Department/Division Chair** (Required)**:**

The department/division chair has reviewed, affirms that all assessment has been completed, approves this proposal, and agrees to ensure that all current and subsequent instructors for the course will integrate the Diversification or Foundations Hallmarks into their curriculum including syllabi.

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**Dean** (Required)**:**

The Dean has reviewed, affirms that all assessment has been completed, and other course requirements are up-to-date and in compliance with all **C**ollege policies, approves this proposal, and agrees to work with the Department/Division Chair to ensure all requirements for the Hallmarks are met.

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Deanʻs Name Deanʻs signature date