NOTIFICATION OF INTENT TO REMOVE GENERAL EDUCATION DESIGNATOR

This form has been developed to assist the Gen Ed Committee to maintain sufficient seats in each designator. It should be completed by the department or program chair, then forwarded to the dean of the appropriate school.

Course Name and Number: ___________________________________________________________

Current Gen Ed designator(s): _______________________________________________________

Designator(s) to be dropped: ________________________________________________________

Effective Date: ___________  (Please allow at least one year for courses that have potential for significant impact [see below].)

Rationale for removing designator: __________________________________________________

Impact on department majors, programs in Arts & Sciences, Crane, or Education and Professional Studies: ____________

☐ Removal of this course will have no significant impact on SUNY Potsdam General Education program

☐ Minimal impact. Possible concerns:

☐ Potential for significant impact:
   ______ classes of over 50 students
   ______ multiple sections
   ______ core part of a program or major

Signatures:

_________________________________________  _________________________________________
Department Chair                              Date

_________________________________________  _________________________________________
Director of General Education                  Date

9/08

*Note: A copy of the completed form will be sent to the deans.