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MEMORANDUM

TO: Florida College System Presidents
State University System Presidents

FROM: Manny Diaz, Jr.

DATE: February 26, 2024

SUBJECT: Annual Institutional General Education Review Process

On January 17, 2024, the State Board of Education (SBOE) approved revisions to Rule 6A-14.0303, Florida Administrative Code, and on January 24, 2024, the Board of Governors (BOG) approved revisions to Regulation 8.005. The amended rule and regulation set forth the statutory requirements for all general education courses, identify the list of general education core courses beginning fall semester of 2024 and provide institutional requirements for approving and reporting institutional general education course offerings. On January 25, 2024, a joint memo was issued for the purpose of notifying institutions regarding these revisions.

The rule and regulation describe a process for an annual institutional review by each institution of all general education course offerings with a subsequent submission to the SBOE or BOG for approval. It is important that institutions review each course and its course description for compliance with the requirements of sections 1007.25 and 1007.55, Florida Statutes, and the applicable SBOE rule or BOG regulation. In addition, each institution's list must be approved by its Board of Trustees and submitted to the Articulation Coordinating Committee (ACC) **no later than September 1, 2024**, for implementation in fall of 2025. The ACC has the responsibility to send each list to the BOG or SBOE, as applicable no later than December 1 each year. Once the SBOE and BOG receive the lists, the remaining process for final approval follows the SBOE rule for FCS institutions and the BOG regulation for state universities.

To assist in this review, the Office of K-20 Articulation has compiled a spreadsheet of all general education course offerings for each institution as they are currently listed in the Statewide Course Numbering System (SCNS) and the usage data for each course. Institutions will use this spreadsheet to submit their official list of general education course offerings to the ACC and will make the associated changes to their courses in the SCNS no later than September 1, 2024.

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Each State University System Provost and each FCS Chief Academic Officer will receive the spreadsheet from the Office of K-20 Articulation, along with detailed instructions, contact information and a Certification Form for each institution's president and Board of Trustees chair to sign certifying the review and approval of the courses on the list. Institutions will submit their updated general education course lists via the spreadsheet provided and the completed Certification Form to the Office of K-20 Articulation at articulation@fldoe.org, no later than **September 1, 2024**.

Thank you for your attention to this important work and for all that you do to support our students in Florida.

MD/kh

Cc: Raymond Rodrigues, Chancellor, State University System
Emily Sikes, Interim Vice Chancellor for Academic and Student Affairs, Office of the Board of Governors
Kimberly Richey, Senior Chancellor, Florida Department of Education
Kathryn Hebda, Chancellor, Division of Florida Colleges, Florida Department of Education
State University System Provosts
FCS Chief Academic Officers