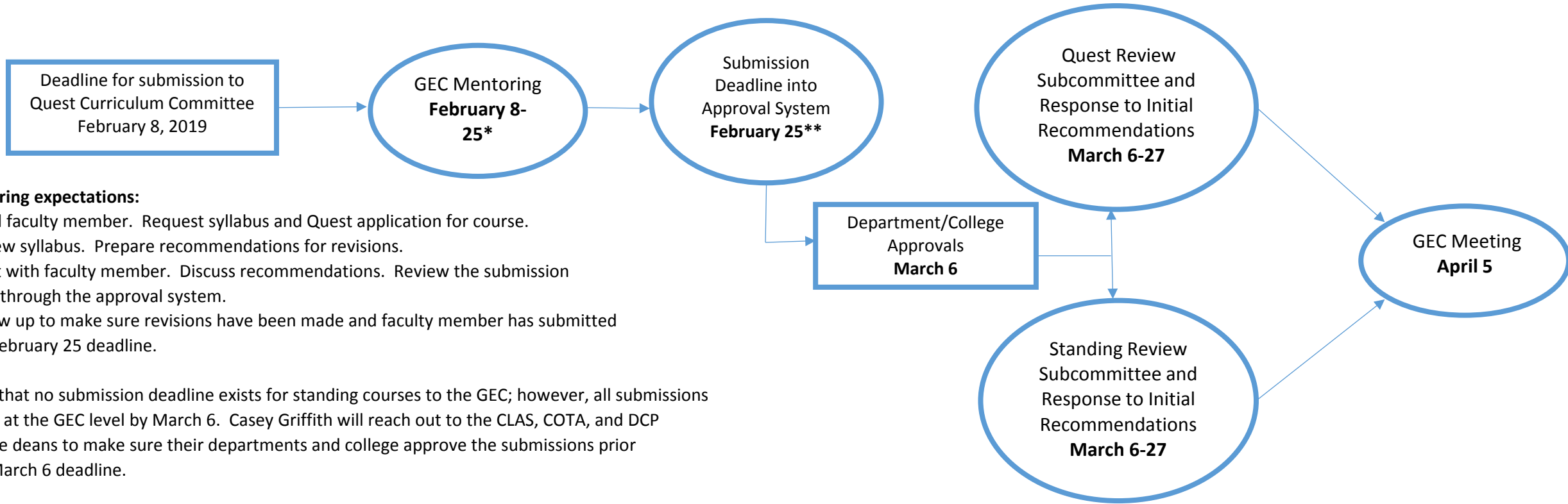


Flowchart of Action Items for Quest 1, Trial 2 Temporary Approval from GEC



***Mentoring expectations:**

- 1. Email faculty member. Request syllabus and Quest application for course.
- 2. Review syllabus. Prepare recommendations for revisions.
- 3. Meet with faculty member. Discuss recommendations. Review the submission process through the approval system.
- 4. Follow up to make sure revisions have been made and faculty member has submitted by the February 25 deadline.

**Note that no submission deadline exists for standing courses to the GEC; however, all submissions must be at the GEC level by March 6. Casey Griffith will reach out to the CLAS, COTA, and DCP associate deans to make sure their departments and college approve the submissions prior to the March 6 deadline.