I. Call to Order
Debra Schaefer, Chair, called the meeting to order.

II. Roll Call
Members Present: Phyllis Arias, Donna Fletcher, Brenda Harrell, Kenna Hillman, Gerry Jenkins, Ross Miyashiro, Trevor Rodriguez, Paul Savoie, Debra Schaefer, Matt Turlo, Steven Wallech, Laura Wan

Guests: John Fylpaa, Wil Shaw

Member Excused: Ruben Page

Member Absent: George Shaw

III. Approval of Minutes
The minutes of September 10, 2008 were approved.

IV. Approval of Agenda
The agenda was approved with the addition of: VI. Reports H. Articulation – Trevor Rodriguez.

V. Public/Faculty Comment
No comment.

VI. Reports
A. Admissions & Records – Ross Miyashiro
No report.

B. General Education Plans – Steven Wallech
No report.

C. Honors – Paul Savoie
The permanent Honors Program office is expected to be completed in spring 2009. It will be housed in the library and include computers, a reading room, and conference tables.

Efforts are being made to expand the size of the Honors Program and to increase the number of students enrolled in each Honors course.

D. Transfer – Ruben Page
No report.
E. Certificates of Completion – Brenda Harrell
   No report.

F. Assessment of Student Learning Outcomes – Brenda Harrell
   All core competencies must be assessed within a timeline set by Accreditation. The Assessment of Student Learning Outcomes Committee is working to combine similar core competencies to expedite assessment.

G. Chair Report – Debra Schaefer
   No report.

H. Articulation – Trevor Rodriguez
   Trevor Rodriguez reported that both courses, MUSIC 32 History of Jazz and PGEOG 2 Weather & Climate, were approved for UC transfer. Per the subcommittee’s recommendation Trevor may now proceed with submission of the courses to Plan C in December 2008.

   Course approvals by the UC System for GE Plan C will now be automatically retroactive to the current year. In an effort to be consistent with this new UC policy the subcommittee recommended that the same request be made for courses being submitted for CSUGE Breadth Plan B.

   Trevor Rodriguez offered to update the General Education Handbook due to new IGETC regulations and the new Executive Order 1033 that supersedes Executive Order 595.

   The subcommittee will review one-third of the college’s curriculum guides. The guides will be reviewed by department heads in November.

   Trevor Rodriguez and Debra Schaefer will meet with Meena Singhal, Dean of Academic Services, to discuss the procedure on curriculum guide approval and Certificates of Achievement.

VII. Unfinished Business
   A. Liberal Arts Degrees, Emphasis Defined-System Office Denial
      The State System Office is holding the college’s Liberal Arts Degree (No Area of Emphasis) application as pending until additional materials are submitted and the language is adapted to Title 5 requirements. Steven Wallech distributed the revised curriculum guide for Liberal Studies, formerly titled Liberal Arts. The subcommittee made further revisions and decided to use the term “major” instead of “area of emphasis.” The subcommittee will revisit the guide at the next meeting.

   B. Information Competency – Lib 3
      The Information Competency Lib 3 application will be submitted at a later date.

   C. Clean Up ABC Plan PE Activity & Health Sections
      Last year the subcommittee passed a motion to separate the Physical Education and Health activity section in General Education Plan A. The motion was scheduled for a vote at the Curriculum Committee; however, it was tabled to clean up language on the GE Plan. A subcommittee workgroup was formed to draft language for Plan A. The draft will be submitted to the subcommittee for review.
VIII. New Business

A. General Education Philosophy for State
The Academic Policy & Standards Subcommittee received a request from administration to create new Policy and Administrative Regulations 4009 on Philosophy and Criteria for Associate Degree and General Education. The request originated from Accreditation references and state legal requirements. The AD/GE Subcommittee was asked to begin research for the project.

Steven Wallech reported that a Philosophy of General Education document, as stated in the Accreditation Report, is in place. Steven will update the document if needed and present it to the subcommittee. Debra Schaefer will notify the Academic Policy & Standards Subcommittee that the Philosophy of General Education is being reviewed and will be forwarded when completed.

B. Ed Code Review
This item was not discussed.

C. Information Competency Approval/Equivalency Process
This item was not discussed.

IX. Announcements
No announcements.

X. Next Meeting
The next meeting is scheduled for October 8, 2008, at 2:00 p.m., in the Valhalla Room.

XI. Adjournment
The meeting was adjourned at 3:55 p.m.