ASSOCIATE DEGREE/GENERAL EDUCATION SUBCOMMITTEE MINUTES
NOVEMBER 26, 2008, 2:00 P.M., VALHALLA ROOM
DEBRA SCHAEBEER, CHAIR

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

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

Members Absent: Phyllis Arias, Ross Miyashiro, Ruben Page

III. Approval of Minutes
The minutes of October 22, 2008 were approved.

IV. Approval of Agenda
The agenda was approved with the addition of VII. E. Placement of Certificate of Completion.

V. Public/Faculty Comment
No comments.

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

B. General Education Plans – Steven Wallech
   The Reading Department requested placement of READ84 in GE Plan B in the area of Critical Thinking. Steven Wallech will discuss this with the department.

C. Honors – Paul Savoie
   Faculty would like to schedule more Honors courses in the summer; however, minimum enrollment may not be met. Therefore, a joint POLSC1 and POLSC1H course will be offered this summer.

D. Transfer – Ruben Page
   No report.

E. Certificates of Completion – Brenda Harrell
   No report.

F. Articulation – Trevor Rodriguez
   December 12 is the deadline to submit courses for GE Plan B and Plan C.
G. Assessment of Student Learning Outcomes – Brenda Harrell
The Assessment of Student Learning Outcomes Subcommittee proposed removing the word “listen” from the description of the Communication core competency. The proposal met with opposition from the Curriculum Committee and continues to be discussed. Consideration is also being given to establishing institutional student learning outcomes.

H. Chair Report – Debra Schaefer
Students who must attend college in the evening may require courses that are not offered due to lack of minimum enrollment. Creative enrollment patterns may be applied to offer some courses. Debra Schaefer will discuss this with Curriculum Committee Chair Cathy Crane.

VII. Unfinished Business
A. Information Competency – Lib 3
This item was not discussed.

B. ABC Plan PE Activity & Health Sections
Kenna Hillman, Paul Savoie, and Steven Wallech gave an update from the workgroup created to draft language in GE Plan A to separate the PE and Health activity section. Two options were presented, derived from subcommittee suggestions and research conducted by the workgroup. The Wellness Model option incorporates seven dimensions: physical, emotional, intellectual, spiritual, environmental, social, and occupational. The Physical Wellness option incorporates four factors: physical fitness, nutrition, self-care, and environmental management. After discussion the term Physical Activity/Wellness was chosen for the new section. Discussion will continue on language and courses for the section.

C. Curriculum Guide Review
Each subcommittee member was assigned a number of curriculum guides to review. Revisions were discussed and it was suggested that a taskforce at the Curriculum Committee level be formed to revise the format. Debra Schaefer will discuss this with the Curriculum Committee Chair.

In February Trevor Rodriguez will notify department heads that all curriculum guides in their area are scheduled for review.

D. General Education Philosophy Review
A motion was m/s/u Paul Savoie/Kenna Hillman passed to revise Philosophy of General Education to reflect the change from Executive Order 595 to 1033 and to forward the document to the Academic Policy and Standards Subcommittee.

E. Placement of Certificate of Completion
Trevor Rodriguez discussed avenues to advertise for Certificates of Completion. The subcommittee decided on the creation of an Advisory Guide. Concern was expressed that Non-credit Certificates of Completion are not attached to a program. This issue will continue to be discussed.

VIII. New Business
A. Information Competency Workgroup
Gerry Jenkins, Donna Fletcher, and Paul Savoie volunteered to sit on the Information Competency Workgroup.
B. Ed Code Review Workgroup
   This item was not discussed.

IX. Announcements
   No announcements.

X. Next Meeting
   The next meeting is scheduled for February 4, 2009, at 2:00 p.m., in the Valhalla Room.

XI. Adjournment
   The meeting was adjourned at 4:00 p.m.