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

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

III. Approval of Minutes  
The minutes of April 29, 2009 were approved.

IV. Approval of Agenda  
The agenda was approved.

V. Public/Faculty Comment  
No comment.

VI. New Business  
A. Election of Chair  
Debra Schaefer was elected AD/GE Subcommittee Chair.

B. ASLO – AD/GE Responsibilities, Workgroup Organization  
Kim Anderson, ASLO Coordinator, requested that a joint workgroup be formed of ASLO and AD/GE subcommittee members. The workgroup would correlate information on GE Plan A with course SLO which are now GE SLO; and align the GE Handbook, the first paragraph of the Philosophy Statement, and the statement in the catalog. Volunteers included Brenda Harrell, Steven Wallech, Paul Savoie, Trevor Rodriguez, and Debra Schaefer. Kenna Hillman will be asked to join the group. The workgroup expects to complete its charge by the end of September.

Kim asked the subcommittee to consider including outcomes on GE Plan A and certificates, and to begin discussion of outcomes assessment on the Liberal Studies Degree.

VII. Unfinished Business  
A. Information Competency Application  
A motion was m/s/u (Gerry Jenkins / Steven Wallech) passed to accept the reworded Information Competency Application Instructions and the amended applications for both the technology and the information components.
This information will be presented at the next Curriculum Committee meeting.

B. **Physical Fitness/Wellness Course Acceptance Form**
A motion was m/s/u (Steven Wallech / Paul Savoie) passed to accept the Application for Physical Fitness/Wellness Course with revisions.

The application will be presented to the Curriculum Committee.

C. **Liberal Studies**
Debra Schaefer received information from Stephanie Lowe stating that the state did not approve the LBCC application to revise the *Liberal Arts* degree because it was not compliant with Title 5. However, the subcommittee had revised the title to *Liberal Studies* and made other necessary changes to be in compliance with Title 5. Debra will check if the correct version of the degree was submitted to the state.

VIII. Reports
A. **Honors – Paul Savoie**
The Honors Program welcomed back Alta Costa, Senior Administrative Assistant, to the office.

Discussion has begun with the Math and Science areas to offer more courses through Honors. Efforts are ongoing to broaden the Honors agreement with CSULB.

B. **General Education Plans – Steven Wallech**
Faculty with requests to add courses to the General Education Plans will be directed to Trevor Rodriguez, School and College Relations Coordinator.

C. **Admissions & Records – Ross Miyashiro**
No report.

D. **Transfer – Ruben Page**
Ruben Page, Coordinator of Student Success & Transfer Services Center at LAC will also assume the coordinator position at PCC and the Transfer Academy. More classroom visits will be planned to discuss transfer. Applications will be accepted from October 1 through November 30 to CSU and from November 1 through November 30 to UC. A calendar will be available next week listing transfer workshops and events. LBCC students will tour UCLA on November 20 and USC on October 16.

Groups are being formed to discuss the MOU (memo of understanding), a seamless teacher education process, between CSUDH and LBCC.

E. **Certificates of Accomplishment – Brenda Harrell**
No report.

F. **Articulation – Trevor Rodriguez**
Certificates approved by LBCC in spring 2009 were approved by the state in summer, after the date to include information in the printed catalog. Trevor Rodriguez asked the subcommittee to address the issue of adding certificates online. It was suggested that a disclaimer be added to the catalog. This issue will be discussed in the Curriculum Committee.
G. Assessment of Student Learning Outcomes – Brenda Harrell  
No report.

H. Information Competency – Gerry Jenkins  
No report.

I. Chair Report – Debra Schaefer  
This semester topics of discussion will include: proposal to change AD/GE Subcommittee membership in Administrative Regulations 4005 Curriculum and Instruction; SLO in GE Plan A; curriculum guides; and Ed Code 78016 Reviews. Members were asked to volunteer to collect the reviews, which will begin earlier this year.

IX. Announcements  
No announcements.

X. Next Meeting  
The next meeting will be held on September 23, 2009, at 2:00 p.m., in the Valhalla Room.

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