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

II. Roll Call
Members Present: Phyllis Arias, Kenna Hillman, Gerry Jenkins, Jose Ramon Nunez, Trevor Rodriguez, Paul Savoie, Debra Schaefer, George Shaw, Matt Turlo, Steven Wallech

Guest: Cathy Crane

Members Absent: Donna Fletcher, Brenda Harrell, Ross Miyashiro, Ruben Page

III. Approval of Minutes
The minutes will be approved at the next meeting.

IV. Approval of Agenda
The agenda was approved.

V. Public/Faculty Comment
No comment.

VI. Unfinished Business
A. Physical Fitness/Wellness Course Applications: Dance, Food and Nutrition
Members expressed some difficulty in evaluating the number of course lecture or lab hours dedicated to fitness and wellness topics as defined in the Application for Physical Fitness/Wellness Course curriculum criteria—18 lecture hours or 54 lab/activity hours. Some courses might contain an equivalent combination of lecture and lab/activity hours dedicated to fitness and wellness topics. It was the consensus of the subcommittee that course topics indirectly related to the fitness and wellness categories may qualify as meeting the criteria.

A motion was m/s/u (Steve Wallech/George Shaw) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 41/1 (as a half-unit equivalent for the requirement), Dance 41/2, and Dance 41/3.

A motion was m/s/u (Trevor Rodriguez/Steve Wallech) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 41AD and Dance 60AD.
A motion was m/s/u (Gerry Jenkins/Steve Wallech) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 18AD, Dance 20AB, and Dance 21AB.

A motion was m/s/u (Trevor Rodriguez/Steve Wallech) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 8AD, Dance 10AB, and Dance 11AB.

A motion was m/s/u (Phyllis Arias/Steve Wallech) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 12AD, Dance 13AD, Dance 14AB, and Dance 17AB.

A motion was m/s/u (Jose Ramon Nunez/Steve Wallech) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 31AB, Dance 32AB, and Dance 33AD.

A motion was m/s/u (Steve Wallech/Paul Savoie) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: Dance 3AD, Dance 5AB, and Dance 6AB.

A motion was m/s/u (Steve Wallech/Paul Savoie) passed to accept the following courses as meeting the Physical Fitness/Wellness requirement for the Associate Degree: F_N 26, F_N 250, F_N 256, and F_N 255C.

A motion was m/s/u (Steve Wallech/Jose Ramon Nunez) passed to accept the following course as meeting the Physical Fitness/Wellness requirement for the Associate Degree: F_N 361AD.

A motion was m/s/u (Steve Wallech/Paul Savoie) passed to accept the following course as meeting the Physical Fitness/Wellness requirement for the Associate Degree: F_N 255D.

It was the consensus of the subcommittee that courses F_N 260AD, F_N 261AD, F_N 262AD, F_N 362AD, and F_N 360AD did not meet the Physical Fitness/Wellness curriculum criteria. It was suggested that the department consider revising course outcomes to meet the criteria.

B. Multi Track Programs – Core Requirements
The committee invited Myke McMullen, Business Administration Department Head, to discuss the department’s plans to consolidate curriculum guides under one Business Administration Curriculum Guide, or one program with nine concentrations. Myke stated that the state does not require core courses for all concentrations. The subcommittee recommended establishing a common core including GBUS 5 and perhaps two other core courses in order to provide all business students with a common overview of the discipline and principles common to all facets of the discipline. Myke expressed concern that a common core may negatively impact certificate students in terms of completion time.

Concern was expressed regarding the name of the program on the degree which is a function of the college, not of the state. The subcommittee suggested separating the real estate concentrations and one other concentration into a separate guide and program which would allow for the inclusion of the name of the program on the printed degree. It was recommended that the department
follow the example of the CBIS Department, to use different “tracks” on one guide rather than developing different guides.

This agenda item was not discussed.

VII. New Business
A. GE Philosophy
Steven Wallech reported that the ACCJC November 9 visit is the impetus for working on the Philosophy of General Education in conjunction with the ASLO committee. The Philosophy will be published in the catalog in its entirety next year. The subcommittee voted unanimously to accept the approved revisions to the Philosophy of General Education document.

B. GE Handbook
The Philosophy of General Education will correlate with outcomes on the official course outline of record and will be inserted into the Faculty Handbook. The subcommittee will review the GE Requirement and the General Education Outcomes from the ASLO—AD/GE Workgroup.

VIII. Reports
A. ASLO—AD/GE Workgroup – Steve Wallech
No report.

B. Honors – Paul Savoie
The Honors Program will participate in the Program Plan/Program Review process as a Service Unit, and will utilize the TracDat system. There will be a Program and Admissions Committee with members including advisors outside the college. Paul Savoie met with the Course Evaluation Subcommittee to discuss the possibility of different student learning outcomes for honors classes on the course outline of record. It was decided that outcomes would be the same for honors classes and the same non-honors classes.

C. General Education Plans – Steven Wallech
No report.

D. Admissions & Records – Ross Miyashiro
No report.

E. Transfer – Ruben Page
No report.

F. Certificates of Accomplishment – Brenda Harrell
No report.

G. Articulation – Trevor Rodriguez
The state mandated that the updated Liberal Studies Degree be in place by fall 2009. The old version, Liberal Arts Degree, was submitted to the Chancellor’s Office in error, and then the correct version was submitted and approved. Currently, the Liberal Studies Degree Curriculum Guide is not posted on the website. Recently, the Curriculum Committee discussed a time-line for posting newly approved information on the web. To bring the college into compliance
the subcommittee unanimously approved a motion to immediately publish the Liberal Studies Degree Curriculum Guide. This motion will be submitted at the next the Curriculum Committee meeting. Kenna Hillman will review what is currently on the web and coordinate with Trevor Rodriguez.

H. Assessment of Student Learning Outcomes – Brenda Harrell
   No report.

I. Information Competency – Gerry Jenkins
   No report.

J. Chair Report – Debra Schaefer
   No report.

IX. Announcements
   No announcements

X. Next Meeting
   The next meeting will be held on October 21, 2009, at 2:00 p.m., in the Northern Sun Room.

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