

MEETING MINUTES
GENERAL EDUCATION COMMITTEE
Subcommittee of the Curriculum Committee

Meeting Date: Monday, October 29, 2007, 2:30-4:00pm

In Attendance: Carolyn Dorrance, Olivia Menchaca, Floyd Martin, Christiane Manzer, Jeanette Redding, Shannon Ordonez-Chair

1. Looked at the draft document of the Charge/Philosophy/Specific Aims of the GE Committee and since it was already approved in the last meeting, agreed to remove the word “draft” from the document. This will be the guiding document for the committee.
2. Reviewed previous decision that every new course requesting GE placement be brought to the GE Committee as well as every revised course seeking change in their GE placement.
3. Discussed having all GE criteria (AA/CSU/IGETC) readily available for all faculty.
ACTION ITEM: Shannon to send email to Carmen Guerrero to ask her to place AA criteria, CSU GE, and IGETC documents on the website.
4. A suggestion was made that the Professional Development Committee be contacted to create an orientation to the Curriculum Committee for new faculty.
5. The Committee felt it would be helpful to have a comparison chart of the 3 VCCCD colleges and which courses each had listed in their GE categories for the AA, CSU, and IGETC. In addition, it was also decided that a course-to-course comparison chart for the 3 colleges would be of great assistance to the counseling staff as well as the committee.
ACTION ITEM: Shannon to create these charts.
6. Committee asked for current copies of the Ventura and Moorpark College catalogs to use for meetings. **ACTION ITEM:** Shannon to obtain catalogs and to make copies of VCCCD GE patterns for immediate use.

7. Reviewed Courses

- a. SOC 110: discussion on lecture hours, in class hours, and field assignments and whether or not this constituted lab hours or out of classroom hours like homework. Suggested change: under “Typical Outside Classroom Assignments”, section “a” where it says “including field research notes emailed to instructor” add “or delivered” after the word “emailed” to keep course from being considered a “hybrid” course. Also recommending faculty omit the words “30 hours” when describing the field research/participant observation in Section 6C3 Other typical outside classroom assignments. For GE Articulation, under CSU GE: ok to propose for D0 but not for D9. For IGETC: need to propose for 4J, not 4I.
 - b. ANTH 102: Discussion of suggested placement in area F of the AA degree for the first time. Examined placement of Cultural Anthropology at other community colleges and the definitions of Ethnic Studies vs. Culture. Agreed that changing the area to Multicultural and Gender Studies from Women’s Studies/Ethnic Studies would be more current, but since it is a district wide graduation requirement, this is not something our committee can change. It was suggested that having a district wide definition of what constitutes an Ethnic Studies course (in detail) would be helpful for consistency. **ACTION ITEM:** Recommended that the Articulation Officers at the three VCCCD colleges look at this. Concluded that ANTH 102 should be proposed for AA area F, CSU area D1 and D3, and IGETC 4A and 4C as the instructor had suggested on the Course Outline.
 - c. ANTH 111: Discussed whether or not this course meets the criteria for an Ethnic Studies course and decided that the Course Outline did not suggest strongly enough that it belonged in this category and therefore the group denied it for area F of the AA degree and recommended it be proposed for D-1 of the CSU GE pattern and not D-3 as the author proposed. Because this course was already approved for IGETC when it was ANTH 189C, the group wondered if it could be proposed as a number change only or did it have to go through the whole approval process again. **ACTION ITEM:** Shannon to ask Jeff Ferguson at VC and check with the UC. Also, Shannon will need to make sure that ANTH 189C is removed from all GE sheets in the catalog.
 - d. PSY 110: Discussed whether this course will remain in area F as a Women’s Studies course. Decided that since the CSU lists this course in their Gender Studies section of the GE pattern that it would remain in area F.
8. Request made to Floyd to bring to the Dean’s Council concern about preserving the integrity of the course outline and contact hours. In other words, are faculty honoring the actual contact hours listed on their course outlines. Some on the committee expressed concern that faculty may be changing course outlines as suggested to get the approval and then not adhering to the required contact hours.