



**VENTURA COLLEGE  
GENERAL EDUCATION AND PHILOSOPHY MEETING**

***Minutes***

**(Workgroup of Curriculum Committee)  
Multidisciplinary Center West Conference Room (MCW-312)**

**Tuesday, August 15, 2017**

**3:00PM-4:30 PM**

**Agenda**

**Members:** Michael Bowen (Curriculum Co-Chair), Thao Brabander (Articulation Officer), Chloe Branciforte (GEOG), Michael Callahan (Curriculum Tech Review Chair), Dan Clark (BIO), Kim Hoffmans (VP AA, Curriculum Co-Chair), Nancy Fredrickson (HEALTH/KIN), Lydia Morales (Academic Senate President), Corey Wendt (Counselor - for Lauren Wintermeyer), Maline Werness-Rude (ART)

**Guests:** Felicia Duenas (Dean, CTE)

**Recorder:** Sarah Ayala (Curriculum Technician)

*M. Bowen welcomed the group at 3:05pm. GE meetings are not usually this early in the semester. Workgroup generally meets at the end of each semester. This group has 1 representative per division (half of the Curriculum Committee). Thao has been working to identify courses that she thought might be appropriate for local GE list that were not on it.*

*Introductions around the table*

**I. Procedures**

- A. Shall the P&GE workgroup agree (for the purposes of this meeting) to waive the GE approval rubric only for the purposes of considering for local GE approval those courses which were approved for CSU-GE Breadth during summer 2017?

*M. Bowen called for a motion moved temporarily waive normal rubric procedures for the purposes of this meeting*

*Motion by: N.Fredrickson*

*Secoded by: L. Morales*

*Discussion: Is there any danger of department not wanting a course approved for GE? Remote chance of possibility. This body does not make the final decision – the final decision is from the Curriculum Committee. If a department objects, the course can be taken off the Curriculum Committee agenda if a department disapproves. If we make a recommendation here, the department involved should be notified in case they have any concerns/questions. Some courses are already approved, and will be discussed with Thao when that item is discussed.*

*Final resolution: Motion was passed.*

*Yes: All*

*No: None*

*Abstain: None*

- B. Shall the P&GE workgroup recommend strengthening the language appearing on page 1 of the catalog to protect the college (and other district colleges) from the publication of honest errors and omissions in the catalog which may affect the ability of students to graduate? What should be the policy if an error is disadvantageous to a student? (Probably needs to apply at the district level and may need to be elevated to DTRW-I) – (see attachment)

*T. Brabander moved to strengthen the language of the contract between the college catalog and our commitment in the curriculum committee that the information in the catalog is as accurate as possible.*

*Motion by: T. Brabander*

*Seconded by: L. Morales*

*Discussion: Thao wants to reinforce the language to recognize any errors, and have it acknowledge that we cannot change the document until items are approved at the State Chancellor's office. Thao is asking for permission to change the language and bring it to the Curriculum Committee, DTRW-I, and possibly the Board for agreement/cohesiveness with all three campus catalogs.*

*Modification of the motion was made – to bring the motion forward so there can be DAC legal assistance to strengthen the language. Thao will help to develop the language with the other AOs. Suggestion was made to look at other District catalogs for examples of their language. "Addendums" or "subsequent publications" should be mentioned in the updated language.*

*Final resolution: A formal vote was determined not to be necessary, motion was tabled indefinitely. Group was in favor of Thao moving ahead with looking into this to present to Curriculum Committee.*

*Yes: N/A*

*No: N/A*

*Abstain: N/A*

- C. In the future, shall the P&GE workgroup allow courses newly approved for CSU-GE Breadth or IGETC to be automatically recommended for addition to the local GE list without further review, excepting courses approved for CSU-GE Breadth area E (Lifelong Learning), and excepting courses which might be recommended for local GE area F (Ethnic/Gender Studies)?

*M. Bowen called for a motion to consider allow courses newly approved for CSU-GE Breadth or IGETC to be automatically recommended for addition to the local GE list without further review and to document the process in our official procedures.*

*Motion by: M. Werness-Rude*

*Seconded by: T. Brabander*

*Discussion: Thao requested that the Curriculum Committee review of courses happens by the last Curriculum Committee meeting of the academic year.*

*Final resolution: Motion passed. Process to be recommended to the Curriculum Committee for approval.*

*Yes: All*

*No: None*

*Abstain: None*

## II. Course Approval Recommendations and Clarifications

- A. (Consideration of this item is conditioned upon approval of item I.A above.) Shall the following list of courses recently approved for IGETC and/or CSU-GE Breadth be approved for the local GE list, effective for AY 2017-18?

Course ID	CSU-GE Breadth Area(s)	Proposed Local GE Area (s) (what we will be reviewing for possible approval)
AES V01/ANTH V04	C2	C2 (note: already approved for B2, F)
AES V02A/HIST V05A	C2	C2 (note: already approved for B1, B2, F)
AES V02B/HIST V05B	C2	C2 (note: already approved for B1, B2, F)
AES V40A/HIST V03A	C2	C2 (note: already approved for B1, B2, F)
AES V41/HIST V13	C2	C2 (note: already approved for B2, F)
AES V42A/HIST V14A	C2	C2 (note: already approved for B2, F)

AES V42B/HIST V14B	C2	C2 (note: already approved for B2, F)
AG V12	D2	B2
CD V27	D7	B2
CJ V28	D0	B2
CJ V30	D0	B2
CJ V49	D0	B2
ENGL V01A	A2 (re-approval)	D1 (was never removed from our list and so may not need re-approval)
ENGL V01C	A3 (already included in catalog)	D2 (was never removed from our list and so may not need re-approval)
ESRM V11	B1, B3	A2
ESRM V14	B2 (already included in catalog)	A1 (already included in 16-17 and 17-18 catalogs and so may not need re-approval)
ESRM V22	B2	A1
ESRM V23	B2	A1
GERM V51A	C2	C2 (already included in 16-17 and 17-18 catalogs and so may not need re-approval)
MATH V19	B4	D2 (already included in 16-17 and 17-18 catalogs and so may not need re-approval)
POLS V17	D8	B2
POLS V18	D8	B2 (already included in 16-17 and 17-18 catalogs and so may not need re-approval)
THA V28	C1	C1 (will not need to be added to addendum as it is already included in 17-18 catalog)
THA V30A	C1	C1

*M. Bowen called for a motion to consider these courses for recommendation for inclusion in the GE list.*

*Motion by: D. Clark*

*Seconded by: N. Fredrickson*

*Discussion: Approving these would mean a change in the COR. Do we need to re-approve the courses already on the AA/AS list?*

*Group decided to recommend the list "as is".*

*Final resolution: Courses recommended for addition to the GE list as presented in the chart. Courses to be recommended to the Curriculum Committee for approval for the GE list.*

*Yes: All*

*No: None*

*Abstain: None*

B. Shall **MATH V31** be recommended for area D2, using our rubric for approval, effective for AY 2018-19?

*M. Bowen called for a motion to waive the rubric requirement due to its similarity to an existing course and recommend this course to the Curriculum Committee for area D2*

*Motion by: L. Morales*

*Seconded by: C. Branciforte*

*Discussion: This course was overlooked at the last P & GE meeting of the Spring.*

*Course is not approved yet – just had first reading at last CC meeting*

*Motion was amended – subject to approval at Curriculum Committee meeting (will go thru second reading at first CC meeting of 17/18 academic year)*

*Final resolution: Course recommended for addition to the GE list – subject to the course being approved at the Curriculum Committee meeting under Second Reading. Course to be recommended to the Curriculum Committee for approval as an addition to the GE list.*

*Yes: All*

*No: None*

*Abstain: None*

C. **AES V31**, a course we deleted last year, was inadvertently retained on the Pattern II/III GE list in the Ethnic/Gender Studies section of box 2 on page 56 of the 2017-2018 catalog. This will be removed in the next addendum and subsequent catalogs. If a student successfully completed the course in a previous year but wishes to base his/her graduation requirements on this year's catalog, shall such a student be granted GE credit for this course? The counseling department is requesting direction from the curriculum committee.

*T. Brabander moved to make an addendum to the catalog from this year (17/18) and last year (16/17) to remove this course.*

*Motion by: T. Brabander*

*Seconded by: N. Fredrickson*

*Discussion: Course was deleted in August 2015, but not removed from GE list.*

*Is that fair to the student who took the course last year and was not notified? Should this just be considered on a case to case basis?*

*What's the harm of them using the course now to complete the degree? We don't have a policy to address our own mistake. We don't want to put the student at a disadvantage.*

*K. Hoffmans: We have the obligation to honor our catalog and if we left that in there even as a mistake, I feel bound to err on the side to benefit the student. Many of the group agreed.*

*Counseling, Damien, Kim to get together to come up with "norming sessions" for general understandings focused in the same direction.*

*Course will be removed from the list when an addendum is published.*

*Final resolution: Motion was adjusted to remove the course in an addendum from the 17/18 year and leave the 16/17 catalog in the form that it was last published. In the time between now and when the 17/18 addendum is published, a student who requests that the course be applied to their AA/AS GE requirements will be granted the designation if catalog rights apply. Process to be recommended to the Curriculum Committee for approval.*

*Yes: All*

*No: None*

*Abstain: None*

- D. **CD V05** appears on the Pattern II/III GE list in the Ethnic/Gender Studies section of box 2 on page 56 of the 2017-2018 catalog, but is not listed in area F (Ethnic/Gender Studies) of the GE list on page 64 of the catalog (aka the "green sheet"). Should this course be removed from the Pattern II/III list, or should it be added to area F?

*M. Bowen called for a motion to recommend to go along or oppose the department recommendation for the course?*

*Motion by: N. Fredrickson to go along with the department recommendation*

*Seconded by: T. Brabander*

*Discussion: CD V05 - the intent was to make it applicable for GE for area F and B2 and we inadvertently left it off, and we'd like to correct it by adding it to the AA/AS GE list assuming the Curriculum Committee approves our recommendation.*

*Final resolution: Motion passed. Course to be recommended to the Curriculum Committee for approval as an addition to the GE list.*

*Yes: All*

*No: None*

*Abstain: None*

- E. **HIST V04B** appears and disappears from the GE list in catalogs published over the last several years. Is it the intent of P&GE/the curriculum committee that this course be on the list? The counseling department is requesting clarification.

*M. Bowen called for a motion to restore course to the GE list.*

*Motion by: N. Fredrickson*

*Seconded by: M. Werness-Rude*

*Discussion: Unsure as to why course was removed. Typo? Overlooked? History Department sees no reason why course should not be on the GE list*

*Final resolution: Group recommended course be restored to the GE list. Course to be recommended to the Curriculum Committee for approval as an addition (restoration) to the GE list.*

*Yes: All*

*No: None*

*Abstain: None*

*Before the meeting adjourned, Thao brought up that we didn't mention area B2 when the group discussed CD V05. Need to add it in.*

*Motion by: M. Bowen moved that CD V05 also be added to area B2 of the GE list*

*Seconded by: L. Morales*

*Discussion: None*

*Final resolution: CD V05 recommended to be added to area B2 of the GE list. Course to be recommended for approval in area B2 as well as area F to the Curriculum Committee.*

*Yes: All*

*No: None*

*Abstain: None*

*Meeting adjourned at 4:30pm*