

**General Education Meeting**  
**May 2, 2011**  
**10:00am-12:00pm**  
**Provost's Conference Room (WH 442)**  
**Minutes-Revised (9/26/11)**

**Present:** Lorna Fitzsimmons, Pam Krochalk, Merry Eyman, Ken Ganezer, LaTanya Skiffer, Angel Pu, Benito Gomez, Carol Dales, Ivonne Heinze Balcazar, Marek Suchenek  
**Absent:** Dana Belu, Cynthia Turner

- 1. Call to Order:** 10:15am
- 2. Approval of Agenda**
  - a. L. Fitzsimmons moved to revise agenda to bring chair election after the Update of Area G Review. P. Krochalk seconded. M/S/P
  - b. Agenda approved as amended.
- 3. Approval of March 14, 2011 Minutes**
  - a. Committee members who were not present were not included in the minutes.
    - i. Names of those absent to be included: Ken Ganezer; Jamie Dote-Kwan; Ivonne Heinze-Balcazar
  - b. Add Benito Gomez to list of committee members present.
  - c. L. Skiffer moved to approve. A. Pu seconded. M/S/P
  - d. Minutes approved as amended.

**Old Business**

- 1. Area G Review Subcommittee Update from La Tanya Skiffer.** She worked with M. Carrier on the report.
  - a. Courses included for review in the report are SOC 331, SOC 332, SOC 333, and ANT337.
  - b. Sociology- Their main recommendation for the departments is the tying of Student Learning Outcomes (SLO's) with the course content.
  - c. Template syllabi were included as samples which were missing some components. They recommend inclusion of full, completed sample syllabi.
  - d. Anthropology- Recommendation to tie SLO's and course assignments.
  - e. Textbook or reading materials were not included.
  - f. Responses to subcommittee report:
  - g. K. Ganezer questioned inclusion of an attendance policy in the syllabi. Instructors determine individual attendance policy. It was suggested to recommend the inclusion of policy.
  - h. M. Suchenek questioned the outcome if the departments do not implement the recommendations by a specific date.
    - i. L. Skiffer- departments are not required to implement because they are recommendations.
  - i. L. Fitzsimmons called for approval of a recommendation letter and dated call for response.

- j. L. Fitzsimmons moved to accept the Area G Report.
- k. L. Skiffer/B. Gomez M/S/P
- l. Approved
  
- m. A letter with recommendations will be formulated and sent to the SOC department chair with a call for submission of revisions to be instituted in fall 2011.
- n. L. Skiffer- SLO's are sufficient.
- o. M. Suchenek- If GE courses do not meet GE criteria for certification the departments should be notified that the courses are not sufficient.
- p. There are no textbooks or reading materials included in the course. It is difficult to assess if the course is sufficient for GE.
  - i. It was suggested to include specific recommendation for Anthropology to resubmit the syllabus with a statement about textbook or reading materials by the first GE meeting of fall 2011.
  - ii. L. Skiffer- the sample ANT syllabus reviewed for the report did not include textbooks or reading materials. Individual course section syllabi do include that information.
- q. State in the letter that GE wants to know what the sources for the course are.
- r. J. Dote-Kwan- the dates are not included for the resources listed. Full citation is needed for student's reference so that students can cite appropriately.
- s. Also need to include required citation formation. APA or MLA.
- t. M. Suchenek- textbooks should be clearly specified so they can be evaluated for review as part of reaccreditation.

### **New Business**

- 2. Election of GE Chair
  - e. M. Suchenek nominated L. Fitzsimmons. No other nominations.
  - f. K. Ganezer seconded.
  - g. Unanimous vote. L. Fitzsimmons to chair GE Committee 2011-12 year.
  
- 3. P. Krochalk- Clinical Sciences- representing on behalf of Cheryl Jackson-Harris.
  - a. Courses with HSC course prefix have been shared by Health Sciences and Clinical Sciences. Due to the differences in the fields, the departments are submitting course modifications to change the course prefix to separate the fields.
  - b. HSC 491 Management Skills; HSC 492 Research Methods. These are combination courses of HEA and CLS.
  - c. Proposals are coming to GE committee for review because some of the courses are double counted for Clinical Science majors. The departments want to ensure that the courses can continue to be double counted after the course prefix change.
  - d. Courses are not writing intensive.

- e. Courses are double counted for Clinical Science majors only; not Health Science.
- f. Motion to accept continuation of double counting for Clinical Science students after course prefix change.
- g. A. Pu/J. Dote-Kwan M/S/P
- h. Approved

**4. Draft EO AI Supersede 405**

- a. Discussion item raised by Academic State Senator Kate Fawver.
- b. Academic Senate is requesting a response from GE committee, not a vote.
- c. Recommendation that Area A1 be included as an Area D upper division requirement.
- d. There's confusion as the issue is presented because they are different fields of study. Different interpretations are cause for concern.
- e. M. Eyman- There are no upper division courses in Area D so there is confusion there.
- f. L. Fitzsimmons has received negative feedback and concern from faculty.
- g. In an email to L. Fitzsimmons, Richard Palmer requested to go on record that he opposes the proposal.
- h. His objection is courses being waived for exemptions of high-unit professional programs.
- i. J. Dote-Kwan- the full document for EO 40404 was not presented regarding the U.S. constitution requirement.
- j. Response: General Education Committee has strong reservations about waiving general education and statutory requirements for students in highly technical program.
- k. CSUDH is a public institution, not a technical school. Courses in American History and the U.S. Constitution are needed to produce a well rounded education.
- l. J. Dote-Kwan- opposed to items 2a, 4a2, 4a3, 4b.
  - i. Item 2a- exemption to transfer and baccalaureate students enrolled in programs over 120 units. They do not need to take the U.S. history/political science requirement.
- m. L. Fitzsimmons will report the committee's concerns to Academic Senate.

**5. Adjourn:** L. Skiffer/P. Krochalk  
11:50a.m.