
1. Charge: Reviewed the charge of the committee.
2. Data: A printout of a list of all COM GE courses that were sorted by total enrollment over the last 6 semesters. Color codes were explained.
3. Accuracy: Karen Robinson noted that some courses that only count for CSU or IGETC GE were not on the list – and suggested that they be added.
4. Research Assignments: – Research and compare our GE program with GE Programs at other community colleges or four-year colleges – members decided to each take a couple of community colleges and one or two four-year colleges to look into:
   a. How is their general education program defined?
   b. What is the philosophy behind it?
   c. Do they have criteria for their GE courses?
   d. Contact info for curriculum chairs or articulation officers
5. Members were given the following assignments for research:

<table>
<thead>
<tr>
<th>Kathleen Smyth</th>
<th>Orange Coast</th>
<th>Chico and Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meg Pasquel</td>
<td>Evergreen Valley (&amp; SJ CC)</td>
<td>UCB</td>
</tr>
<tr>
<td>AJoe Ritchie</td>
<td>San Mateo CCD/DVC</td>
<td>UCSC</td>
</tr>
<tr>
<td>Chris Schultz</td>
<td>SDCCD/Miracosta</td>
<td>UCSD</td>
</tr>
<tr>
<td>Sara McKinnon</td>
<td>Other CCCs</td>
<td>USF and Dominican</td>
</tr>
<tr>
<td>Susan Rahman</td>
<td>SRJC</td>
<td>Sonoma State</td>
</tr>
<tr>
<td>Karen Robinson</td>
<td>CCSF</td>
<td>SFSU</td>
</tr>
</tbody>
</table>

Karen Robinson brought copies of the COM GE, CSU and UC GE patterns and noted the following useful websites:
http://www.ccctransfer.org (see counselor’s toolbox)
http://www.assist.org
http://www.cccco.edu

Committee reviewed a list of all COM GE courses that were sorted by total enrollment over the last 6 semesters. 87 courses have had zero enrollment. 10 were from Dance and 11 from PE. PE and Dance courses are part of the Activity section of our GE (H) and are not separately listed in the catalog. Therefore it is less of an issue if these remain part of the GE.

This leaves 66 that need to be reviewed as to why they have not been offered. AJoe has taken Sara’s spreadsheet and imported it into an Access database. From there he will be able to do various queries. For example, he was able to count the number of courses for each discipline.

A number of issues and questions were suggested for consideration in coming meetings:
1. Has a course been taught in the last three years?
2. Is it to be taught in the next two years?
3. What is the date of the COR?
4. What is the course’s relation to GE SLOs?
5. What is the course’s relation to the criteria of GE (once we have that sorted out)
6. We need to add courses from IGETC and CSU to our database that are not listed for COM GE and consider why that might be.
7. Questions regarding the philosophy behind the GE courses – were they for students who will transfer or for those who do not transfer? What is COM’s objective in requiring these courses?
8. The committee discussed at length the idea of creating coherent pathways, or groupings or themes of GE courses. Also the idea of establishing links in the form of learning communities or in terms of having some inter-disciplinary collaboration on course content.
9. GE courses available through distance education was also a topic of debate. (how many, in what disciplines, what to do about lab classes, etc)
10. It was suggested that we do a survey of faculty or of departments to ascertain why their courses were important to GE. “What contribution does your department make towards GE?”

**Next Meeting:** The next meeting is scheduled for November 18th at 10 am in HC 124 if available or in HC 128 as a back up. Committee members will bring the results of their research.

**Chair:** Sara McKinnon was chosen to be the chair of this committee.