

GE Subcommittee

Meeting Agenda for Friday, May 16, 2025 8:00-9:00am

- A. **Call-to-Order**
 - a. Room H-108 or Zoom (guests/AB 2449 allowance)
 - i. Zoom ID: 835 4134 5613
 - ii. Zoom Link: <https://palomar-edu.zoom.us/j/83541345613>
- B. **Roll Call/Attendance**
- C. **Public Comment**
- D. **Announcements**
- E. **Community Agreements**
- F. **Action**
 - a. [Minutes from May 2, 2025 Meeting](#)
- G. **Information**
 - a. [GE Subcommittee Vote – Dec. 2024](#)
- H. **Discussion**
 - a. [Draft proposal for Area 7](#)
 - b. [GE Subcommittee Gov. Structure Change \(draft\)](#)
- I. **Next Meeting**
 - a. Tentative meeting date – Wednesday, September 3, 2025 1:30-2:30pm
- J. **Fall Meeting Times**
 - a. 1st & 3rd Wednesdays 1:30-2:30pm

GE Subcommittee

Community Agreements

We agree to:

1. One mic - one voice at a time.
2. Listen respectfully and actively to learn and understand others' views.
3. Take space/make space - if you are usually quiet, challenge yourself to take more space, and if you usually talk a lot be mindful to leave room for quieter voices.
4. Critique ideas, not people.
5. Be curious, open, and respectful.
6. Consider our own identities/roles and make no assumptions about others' identities/roles.
7. Not ask individuals to speak for their (perceived) social group.
8. Actively combat racism, discrimination, and microaggressions.
9. Be conscious of jargon / acronyms - use inclusive language that is accessible for people with varying inside knowledge.
10. Be aware of time - the co-chairs may request to move on in order to make time for all agenda items.
11. Conversations and decision-making are focused on student success.
12. Be respectful and if community agreements are violated or people feel bullied or threatened, make sure this is addressed. You can go to the chairs to discuss, and it will remain confidential.
13. This is a brave space where ideas and discussion are shared.

DRAFT – Description of GE area and 3 goals

Foundations for Self-Development and Well-Being

This requirement may be fulfilled by completing 3 units within Area 7. Each goal will aid in identifying and applying strategies leading to self-development and well-being:

Goals for Self-Development and Well-Being:

1. Develop personal, psychological, and physiological growth for a lifelong understanding of the societal impacts systems have on health and wellness.
2. Comprehend engagement in lifelong learning around personal development in relation to physiological, multicultural, and socio-psychological individuals
3. Identify how democratic institutions play a role in self-development and well-being in areas such as health and life expectancy, climate change, education, gender equality, human rights, and peace and conflict.

Governance Structure Group Request Guide

The Governance Structure Request Form is completed for three types of requests: New Group, Change Group, Deactivate Group (see below). When completing a request form, submitters should first identify the Council or committee (parent group) to which the group will report. Once completed, the form is forwarded to the chairs of the parent group and routed through governance for approval.

1. **Determine the type of request you are submitting, New, Change, or Deactivate. *If you are changing or deactivating a current group, request the most current version of the governance structure form from the Superintendent/President's Office.***

New Group Request

Before proposing a new structure request, consider if a request is needed. Is there already an established governance structure that is responsible for the charge? Is the proposed charge that of a governance planning council or operations committee or is there a department that is responsible for the proposed operations? When proposing a new group, use the blank governance structure form included on the last page of this document.

Change Request

Sometimes, a governance group may want to change its purpose, product, meeting times, or members. In these cases, an updated governance structure form is completed. *When proposing a change, you will edit the most current version of the governance form.* To do this, change the request date to the date you will present to the parent group. In the Action Request field, select “Change” from the drop-down menu and note the type of change requested (e.g., name, purpose, of membership change). Edit the current form using track changes (e.g., striking out outdated text and adding any new text in red for easy viewing).

Deactivation Request

To dissolve a governance group, you will once again work with the current structure form. Change the request date to the date you will present to the parent group. In the “Action Request” field, select “Deactivation” from the dropdown menu. Add “Disband” watermark to the form.

2. Follow step-by-step instructions to complete the form:

Date: Enter the date of the structure request. This should be the date the structure request is submitted for review to the council/committee to which it will report.

Proposed Name of Requested Group: Enter or edit the name of the group. Consider if this group is a Council, Committee, Subcommittee, or Task Force. Reference the [Governance Structure Handbook – Types of Groups](#) for group type definitions and membership guidelines.

Request Submitted By: Enter the name of the person(s) and title of the person(s) submitting the governance request.

Group Type: Using the drop-down menu, select the group type (e.g., Council, Committee, Subcommittee).

Action Requested: Using the drop-down menu, select type of request (New, Change, Deactivation) If this is a change to the structure, identify the type of change (e.g., name, purpose, of membership change) in the box.

In the appropriate area of the form, make the requested change(s) by striking outdated text and add any new text in red for easy viewing.

Example:

~~Academic Technology Chair~~ **Distance Education Coordinator**

Reporting Relationship: Identify the governance group to which the structure will report. List the group's full name in this field (i.e., Infrastructure and Sustainability Council)

Purpose: *Clearly and succinctly* identify the purpose of the group structure. See the [Governance Structure Handbook – Governance Groups](#) for purpose text of existing structures for reference.

Products: Identify specific plans or products produced by the governance group.

Meeting Schedule: Identify when and how often the group will meet. Ideally, a specific meeting time will be established prior to submission so potential members may consider their availability. However, if necessary, the specific meeting days/times may be listed as TBD.

Chair(s): List the Chair, co-chairs, or tri-chairs of the group.

Membership: List the proposed membership of the group. Reference the [Governance Structure Handbook – Types of Groups](#) membership guidelines. For example, if the group is a council, committee, or task force, then constituent representation is required.

IMPORTANT: When listing named positions, use the official title of the position as listed on the [Human Resource Services employee job descriptions/classifications webpage](#).

When listing non-named positions, list the number of representatives for the constituency group and which group will appoint the representative(s).

Chair, co-chairs, or tri-chairs do NOT need to be included in the membership list as they are noted in the Chair section of the form. If a representative from a specific division is listed, the appropriate Vice President should be identified as the individual who appoints.

Example of group membership list:

- Director of Information Services
- Distance Education Coordinator
- One (1) Fiscal Services Representative, appointed by the VPFAS
- Four (4) Faculty Representatives, appointed by Faculty Senate and PFF through collaboration
- Four (4) CCE Representatives, appointed by CCE
- Two (2) CAST Representatives, appointed by CAST
- Two (2) Student Representatives, appointed by ASG
- One (1) Representative from Student Services, appointed by the Assistant Superintendent/Vice President of Student Services.

Dates of Approval: Note the purpose of the review and date of approval. To track the history of group activation and revisions, note the purpose of review, date of first reading and approval of parent group, and date of approval by College Council. Note - the Executive Administrators moving the documents through the governance process should confirm this is completed correctly. ***Note - if changes are made (friendly amendments) during the approval process, the EA should make sure these changes are documented before moving the form forward to the next level.***

Examples:

Structure created – New Council

Approved by Strategic Planning Council: 12/1/2020

Structure revision – Membership change

Approved by ISC: 10/15/2021

Approved by College Council: 10/22/2021

Structure revision – Membership change

Approved by ISC: 3/3/2023

Approved by College Council: 3/10/2023



Date: ~~May 20, 2022~~ **May 21, 2025**

Proposed Name of Requested Group:	GE Subcommittee	
Request submitted by:	Vickie Mellos & Benjamin Mudgett	
Group Type: Subcommittee	Action Requested: Change If Change, identify type of change: meeting time, update membership	
Reporting Relationship: Curriculum Committee		
Purpose:		
<ul style="list-style-type: none"> • Evaluate, revise and/or affirm our philosophy of General Education. • Examine General Education requirements and processes from an equity lens. • Approve GE courses for the curriculum committee. • Collaborate with LOSC on the assessment of the College GE Outcomes. • Implementation of Legislation related to general education 		
Products:		
<ul style="list-style-type: none"> • AP/BP policies • Legislative changes • GE approvals • GE assessment outcomes 		
Meeting Schedule: Third Friday 8-9:30 a.m. 1st & 3rd Wednesdays 1:30-2:30pm		
Chair(s): Articulation Officer, Curriculum Co-Chair		
Members:		
<p>Faculty shall be members of the Curriculum Committee. If membership cannot be filled by the Curriculum Committee, the Faculty Senate will appoint the General Education Subcommittee members:</p> <ul style="list-style-type: none"> • Articulation Officer, Co-Chair • Curriculum Co-chair • One (1) SLO Coordinator • One (1) CTE Faculty • One (1) Counselor • One (1) student, appointed by ASG 		

- One (1) faculty member from a department or discipline which offers at least one class in either the GE area or District requirement (*to view GE classes in each area, refer to the [Articulation website](#)*).
 - District Requirements:
 - ♣ American History & Institutions/Calif. Government
 - ♣ Health and Fitness
 - ♣ ~~Math/Quantitative Reasoning~~
 - ♣ ~~Ethnic Studies~~
 - GE Requirements:
 - ♣ ~~Area A: Language and Rationality~~
 - ♣ ~~Area B: Natural Sciences~~
 - ♣ ~~Area C: Humanities~~
 - ♣ ~~Area D: Social and Behavioral Sciences~~
 - ♣ ~~Area E: Lifelong Learning & Self Development~~
 - ♣ Area 1: English Composition, Oral Communication and Critical Thinking
 - ♣ Area 2: Mathematical Concepts and Quantitative Reasoning
 - ♣ Area 3: Arts and Humanities
 - ♣ Area 4: Social and Behavioral Sciences
 - ♣ Area 5: Natural Sciences
 - ♣ Area 6: Ethnic Studies
 - ♣ Lifelong Learning & Self Development (former GE Requirement)

Structure created – New Subcommittee

Approved by Curriculum Committee: ?

Approved by Faculty Senate: ?

Structure revision – moved to the AB 1111/928 Steering Committee Taskforce

Approved by Curriculum Committee: ?

Approved by Faculty Senate: 11/21/2024

Structure revision –

Approved by GE Subcommittee:

Approved by Curriculum Committee:

Approved by Faculty Senate: