

**MINUTES OF THE GENERAL EDUCATION COMMITTEE
THURSDAY, FEBRUARY 20, 2003
COLLEGE UNION ROOM 7**

Dr. Jessica Sheetz-Nguyen called the meeting to order at approximately 12:32 p.m.

Voting Members in Attendance: Dr. John Hughes, Ms. Jenean Jones, Ms. Linda Knox, Mr. Tom Kraft, Ms. Mary Panches, Mr. Clay Randolph, Dr. Jessica Sheetz-Nguyen (chair), Mr. Richard Trout, Ms. Mary Williams, Ms. Anna Wilson.

Absent Voting Member: Mr. Ray McCullar.

Other Members: Dr. Jim DeChenne, Dean of Learning Resources; Dr. Brenda Harrison, Associate Vice President for Academic Affairs; Dr. Annmarie Shirazi, Dean of Planning and Institutional Effectiveness.

Welcome: Dr. Sheetz-Nguyen welcomed everyone to the meeting.

Announcements: The next meeting will be Thursday, March 13, 2003.

- John Hughes made the motion to approve the January 30, 2003 minutes as amended.

The last line under General Education Competency Course Procedure should read:
This form will be used when requesting a course to be added to the list of general education courses.

The third bullet item on page 2 should read:

- **add item #6 – how this course complies with the State Regents course equivalency matrix**

Mary Panches seconded the motion. The motion was approved unanimously.

GEAR (General Education Amendment Request)

The Committee discussed the GEAR (General Education Amendment Request) draft form and suggested revisions. Item numbers 7 and 8 from pages 2 and 4 were deleted from the form. Dr. Shirazi will make the revisions and present the updated draft form to the Committee. The GEAR form will be used when requesting a course to be added or deleted from the list of general education courses.

The Committee briefly discussed the transferring of general education courses. Dr. Harrison informed the Committee that not all of OKCCC general education courses transfer.

The Committee mentioned revising the general education competencies. This will be discussed at a future meeting.

The meeting adjourned at approximately 1:29 p.m.

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