

**MINUTES OF THE GENERAL EDUCATION COMMITTEE
THURSDAY, FEBRUARY 9, 2006
AA CONFERENCE ROOM**

Mr. Richard Trout called the meeting to order at approximately 12:34 p.m.

Voting Members in Attendance: Ms. Brenda Breeding, Ms. Dianne Broyles, Dr. Jeff Carlisle, Dr. Dave Charlson, Ms. Jenean Jones, Ms. Deborah Myers, Mr. Charles Nunley, Mr. Max Simmons, Mr. Richard Trout (chair).

Absent Voting Member: Ms. Vicki Gibson.

Other Members in Attendance: Dr. Jim DeChenne, Dr. Janet Perry, Ms. Mary Turner.

Announcements: Vicki Gibson informed Richard Trout that she would not be attending today's meeting. The next meeting is scheduled for March 9, 2006.

Approval of Minutes

- The Committee unanimously approved the December 8, 2005 General Education Committee Meeting minutes.

Forms

Draft copies of the following forms were distributed along with a brief outline from Max Simmons: *Procedure and Forms for Recommending the Addition of a Course as a General Education Elective*, *Procedure and Form for Recommending the Addition of a Discipline Specific General Education Course*, *General Education Discipline Specific Course Addition*, and *Signatures*. The Committee discussed the documents and recommended changes. The Committee agreed to reword item 7 on the specific general education course document to read: If approved, the proposed addition is submitted **by the General Education Committee chair** to the Curriculum Committee to go through its approval process.

It was pointed out that the Curriculum Committee would need to view the courses to be added to the general education list by February to be included in the catalog. The Committee agreed to add the statement, "*by the end of the fall semester*" to item 3 of the *Procedure and Forms for Recommending the Addition of a Course as a General Education Elective*. Max Simmons will make all changes and send the revised documents to the Committee for approval.

- Dave Charlson made the motion approving the Committee to vote on the revised *Procedure and Forms for Recommending the Addition of a Course as a General Education Elective*, *Procedure and Form for Recommending the Addition of a Discipline Specific General Education Course*, *General Education Discipline Specific Course Addition*, and *Signatures* documents via WebCT.

Max Simmons seconded the motion. The motion was approved unanimously.

The meeting adjourned at approximately 1:28 p.m.

Addendum to the February 9 General Education Committee Minutes

Over the General Education Committee WebCT site, Richard Trout asked the Committee to vote on the *GE3 Procedures and Forms for Adding courses to the General Education List*.

- Charles Nunley made the motion to approve the revised *GE3 Procedures and Forms for Adding courses to the General Education List*.

David Charlson seconded the motion. Six voted in favor. The motion was approved effective February 14, 2006.