Attending:

Evelyn Greene (Co-chair), Katy Ho, Kara Kam-Kalani (Co-chair), Alapaki Luke, Steve Mandraccia, Mieko Matsumoto, Ron Pine, Eric Shaffer

I. Call to order: 1:10 pm

II. New Business:
   A. Curriculum Deadlines 2015-2016
      The schedule for curriculum deadlines was submitted and agreed upon. The last deadline for submission is pending following confirmation from Jeff Stearns that there will be DCC meetings for both Tech I and II on January 8, 2016. The schedule will be posted online after confirmation is received.
   B. Charter Changes
      Decision making is currently by consensus. The Board agreed to add wording to the Charter which will provide for agreement by majority vote in the absence of consensus. This adds to the GEB Charter the following:

         Meetings, Decision Making, Attendance
         ...
         2. Decision-making will be done by consensus, a process in which all members involved in the decision-making have had input into the discussion, understand the decision, and will publicly support it. Once consensus is reached, the decision will be considered as passed and the result recorded. In the absence of consensus, decision-making will be by majority vote.

This statement can also be added under the Articulation Sub-Board Charter and the Career and Technical Education Sub-Board Charter under their appropriate headings. These Sub-Boards should introduce this topic to their constituents for approval or disapproval.

The discussion of Sub-Board Chair duties, which should include a standardized intranet form to indicate status of classes, is pending following the decision discussed below, C. Discussion in reference to five year recertification

C. Discussion in reference to five year recertification, Katy Ho, VCAA
   The practice of having five year recertification of classes in Diversification and CTE General Education seems to serve no purpose if there have been no changes in Student Learning Outcomes. A class certified once, which then remains identical, will not have had any changes which would warrant a review of the exact same material which was certified previously. The question remains whether articulation agreements require this recertification. Katy will investigate the issue and respond to us.

If recertification is no longer required, the instructions in the curriculum flowchart must clearly state that any changes in Student Learning Outcomes will require the application to flow through the appropriate GEB Board before reaching the respective DCC.
D. Standardization of sub-board web pages for certified courses
   See statement under Charter Changes

E. Addressing the GEB certification loophole
   Courses that strictly follow the curriculum flowchart will have their SLOs and certification reviewed by the
   GEB before reaching either the DCC or CPC. It needs to be stressed that this flowchart must be followed
   to avoid having SLOs changed after CPC acceptance in order to meet a GEB designation.

F. E-focus: Holding students harmless for inadvertent errors.
   A class was offered for three semesters as an E-focus class while the instructor was not teaching it to the
   E-focus standards. The Ethics committee voted 3 to 1 to hold the students who took the class harmless. A
   majority of the GEB members also agreed with this decision, and will introduce the topic to the CPC for
   input. The decision will ultimately be with the Chancellor.

III. Meeting Adjourned 2:20