



## Pima County Community College District Administrative Procedure

<i>AP Title:</i>	<b>General Education</b>
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<i>Sponsoring Unit/Department:</i>	Office of the Provost
<i>Policy Title(s) &amp; No(s):</i>	General Education, BP 3.25
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

### SECTION 1: Requirements

General education is that portion of the degree program that provides students with the opportunity to acquire the knowledge, skills, and approaches that are fundamental to every individual's effort to have a more satisfying life and to function as a more effective citizen. There are two general education blocks associated with Pima Community College degrees:

- Transfer general education (Associate of Arts, Associate of Business, Associate of Fine Arts, and Associate of Science).
- Career and Technical Education (CTE) general education (Associate of Applied Arts, Associate of Applied Science, Associate of General Studies degrees)

### SECTION 2: Standards

- A. For Pima Community College's transfer degrees, a student fulfills the general education requirement by completing the statewide Arizona General Education Curriculum (AGEC) composed of a minimum of thirty-five (35)

credits, which includes requirements in English Composition, Humanities, and Fine Arts, Mathematics, Biological and Physical Sciences, Social and Behavioral Sciences, and Other Requirements.

- B. For the College's Career and Technical Education (CTE) and General Studies degrees, the student is required to complete a minimum of fifteen (15) general education credits, which includes requirements in Communication; Science/Mathematics; Humanities; and Social Science.
- C. All courses used to meet general education requirements must be completed with a grade of "C" or better. Details of the requirements for each general education block are found in the College Catalog.

### **SECTION 3: Roles and Responsibilities**

The General Education Committee, composed of faculty, staff, and administrators establishes requirements and criteria for general education. The development of general education courses is a college-wide endeavor with administrators providing leadership, faculty providing expertise, and college staff providing data and technical assistance.

The College's Governing Board authorizes the Provost/Executive Vice Chancellor the authority to approve general education requirements and courses.

### **SECTION 4: Process, Approvals and Membership**

The General Education Committee:

1. Recommends the general education requirements for transfer degrees within statewide guidelines, and recommends requirements for career and technical education and general studies degrees to the Provost/Executive Vice Chancellor;
2. Evaluates and recommends general education criteria established for each category; and
3. Recommends to the Provost/Executive Vice Chancellor for approval courses that fulfill general education categories as well as course deletions from those categories.
4. Recommend the general education categories and the guidelines for faculty to submit courses for general education values.

5. The General Education Committee is composed of members who represent a variety of faculty constituents concerned with the quality, effectiveness, and integrity of the general education curriculum. Members include, but are not limited to:
  - a. AVC for Academic Affairs (administrative co-chair)
  - b. One faculty representative from each Division (faculty co-chair selected by committee)
  - c. Director of Curriculum and Articulation Services
  - d. District Office Curriculum Coordinators (ex-officio)
  - e. Assistant Registrar for Graduation and Transcript Evaluation (ex-officio)
  - f. Director of Assessment (ex-officio)
  - g. Other Ex-Officio members may be designated by the AVC for Academic Affairs.

### **SECTION 5: Waiving of General Education**

A student who provides transcripts documenting an earned bachelor's degree from a regionally accredited institution will, upon request, have the general education requirements waived for an associate's degree as long as the student has a minimum of 60 credits applicable toward the degree, and has met all other graduation requirements. Any degree requirements which would apply toward both the prerequisite, major, or support course requirements, as well as general education requirements would still need to be met. If the student is pursuing a transfer degree, the degree would be awarded and the general education requirements would be waived, but the Arizona General Education Requirement (AGEC) certification would not be awarded.