

**Minutes of the General Education
Committee**

Wednesday, October 14, 2015

Hawai'i Hall 208

The meeting was called to order at 10:35 a.m.

Present: Hokulani Aikau, Ron Cambra, Kaitlyn Conner, Miguel Felipe, Nicole Iwasaki, Bonnyjean Manini, Dore Minatodani, Kapa Oliveira, Maria Stewart, Nori Tarui, Lisa Fujikawa, Vicky Keough

Excused: Mike Nassir, Kiana Shiroma, Ryan Yamaguchi

1. **Minutes** from the September 30th meeting were not available.
2. The **W Focus Exemption request for Chastean** was approved by a vote of 7-0-0.
3. A vote on the **course-based O Focus request for JPN 318** was deferred so that the GEC can get clarification about feedback. While some were comfortable approving the request in its current form, others felt that it was important to get all of the desired information/changes up front so that approval can be given unequivocally.
4. **Liaison Reports**
 - E Board (Nori): The Board is still concerned about the rising number of online courses that are being proposed for an E Focus. In addition, they wondered whether course with a compressed timeline (e.g., 3-week intensive courses, 6-week summer courses) can still meet the Hallmarks, especially if the course is being offered online. Their primary concern was whether it was possible to have a robust discussion about ethics in the non-traditional formats. One suggestion was to ask proposers to be explicit about how discussion will be facilitated.
 - Currently, approval for instructors/courses is “good” for three years, regardless of what term/in what mode the course is taught. The approval is transferable if the instructor subsequently offers the approved course in a different format during the approval period.
 - Several members pointed out that “intensive” courses offered over a shorter period of time still have the same number of contact hours as courses offered during the regular 16-week semester.
 - Some felt that online courses different pedagogically from their face-to-face counterparts, which might warrant another review for Focus approval.
 - Members who have taught the same courses through day school and the accelerated summer session said that students come away with very different experiences.
 - There is literature that says that the compressed timeline of summer courses is better. There is also literature on different modes of delivery. The question is, what is the students’ experience? How do they feel?
 - Is there any outcome data that compares students’ performance in online versus face-to-face versions of the same course?
 - Summer courses, online courses, and other courses offered in a non-traditional format provide viable alternatives for many students, including veterans, working students,

and student parents.

- One possibility to address the concerns is for the Board to draft a new explanatory note (rather than change the Hallmarks themselves).

It was agreed that the GEC would collect data on online Focus sections and also see if Outreach College has any data on the new 3-week format. This data will help inform the next discussion.

- H Board (Kiana/Hoku): Hoku reported for Kiana, who was assigned to be the HAP liaison after the last HAP Board meeting. Hoku said that the Board did not have many proposals and might cancel the meeting that was scheduled for that afternoon.
- O Board (Dore): The Board is meeting today after the GEC meeting. They may move forward with several assessment projects, one of which involves use of the VALUE rubric and the other that revolves around creation and use of a signature assignment.
- W Board (Hoku/Lisa): The Board reviewed and approved a number of proposals and is following up with one instructor who submitted multiple proposals, all of which were problematic. Hoku distributed a memo to the GEC to formally request a revision in responsibilities for the English Language Institute (ELI) and Composition & Rhetoric Directors. The revision would allow the Directors to serve in an advisory capacity on both the W and F Boards. The proposed changes were supported by both the W Board and the Directors' departments. One GEC member was concerned about the fact that the Directors would retain their voting rights on the W Board but would no longer be required to attend all of the meetings. After some discussion, the GEC voted 5-1-0 to approve the memo, with the stipulation that the memo be revised to clarify voting rights.
- F Board (Mike/Hoku): The Board received an FW proposal from American Studies, which was reviewed with the ELI and Comp/Rhet Directors present. The proposal will be sent back to the department for revisions.

5. The **QR Ad Hoc Committee** sent out an email requesting feedback on the draft QR Hallmarks. A second email was sent to current FS departments to solicit their feedback specifically. The Math Department discussed the Hallmarks in a department meeting and will send a single recommendation to the committee via Rufus Willett, a committee member from the Math Department. Other responses are being collected by the GenEd Office and need to be submitted by October 16. The next meeting of the committee is on Wednesday, October 28, at which time the committee will redraft the Hallmarks, taking the feedback into account. An email was sent to CAPP Chair Carolyn Stephenson to invite a CAPP member to join the committee and attend the 10/28 meeting.

6. **Next meeting: Wednesday, October 28** (10:30 a.m. – 11:30 a.m., Hawaii Hall)

208) Meeting adjourned at 11:25 a.m.

Submitted by Lisa Fujikawa, Recorder