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GENERAL EDUCATION COMMITTEE
MEETING MINUTES

MEETING DATE: November 2, 2018 10:30 AM -12:00 PM
LOCATION: ITB 105
ATTENDANCE: [P = Present; A = Absent; E = Excused]

| MEMBERS | | MEMBERS | | MEMBERS | | MEMBERS | |
|--------------------|---|-----------------------------------|---|------------------------------|---|---------------|---|
| Garrett Apuzen-Ito | P | Shana Brown | P | Christine Beaule | P | Lisa Fujikawa | P |
| Halina Zaleski | P | Michael Cooney | P | Ronald Cambra | P | Vicky Keough | P |
| Shannon Johnson | P | Geoffrey LaFlair | P | Ryan Yamaguchi | A | Sheela Sharma | P |
| Kalikoaloha Martin | E | Garrett Clanin | P | | | | |
| | | Micah Leval (ASUH representative) | P | Stacey Roberts (SEC liaison) | P | | |

| SUBJECT | DISCUSSION / INFORMATION | ACTION / STRATEGY / RESPONSIBLE PERSON |
|-------------------|---|--|
| CALL TO ORDER | Meeting was called to order by Shannon Johnson at 10:05 am. | |
| REVIEW OF MINUTES | Minutes from Oct. 19 were reviewed and approved 7-0-0. | |
| ACTION ITEMS | <ol style="list-style-type: none"> Communication with instructor in regards to IP 364. Instructor forwarded material from concurrent course-based focus application, which clarifies questions posed by GEC. However, the original request was instructor-based. Motion to give one-semester approval to Focus requests that were recommended by all reviewing Focus Boards and which require GEC review/approval (instructor-based requests for 3 or 4 designations and course-based requests for 2+ Focus). One-semester approval, applies to SP '19 courses only. GEC will review requests fully after finishing our review of the internal and external reports. If courses pass the review, GEC will approve for full 3 or 5-year period as typical. Faculty who submitted requests for review / approval will not have to resubmit any materials, but may be asked to submit additional | <ul style="list-style-type: none"> GC will ask instructor to clarify that course-based syllabus will also be used in the instructor-based course Vote to approve multiple-designation Focus requests for SP '19, 8-0-0 |



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information or revised materials if the GEC has questions/concerns.

3. Motion to move the General Education Office (GEO) under the Office of Undergraduate Education (OUE). Motion drafted by MC; RC; ML. RC adjourned from meeting prior to discussion of motion.
 - a. History of GEO location. In 2010, the MFS voted to move GEO from OUE to OVCAA. MFS memo cited need to “stabilize funding, clarify reporting lines, and enhance efficiency and effectiveness of the General Education Office.” Memo also stated that GEO had “dual reporting responsibility” to OVCAA and MFS. GEO carries out General Education policies and procedures as established by the MFS but its director and staff report to administration.
 - b. Background to proposal. Move of GEO to OUE was recommended by 2018 external report commissioned by OVCAA. *See external report Governance Recommendation #1: “Integration of the Gen Ed office into a reconfigured portfolio for the Undergraduate Education Office (OUE) which would now coordinate all aspects of the undergraduate academic experience.” GEC voted to support recommendation on October 19, 2018 (strongly agree – 4; somewhat agree – 3; somewhat disagree – 0; strongly disagree – 0).*
 - c. Rationale. Move is meant to position GEO to cooperate more effectively with other offices that oversee undergraduate education. Also meant to strengthen General Education across campus and make it more holistically included in undergraduate education curricula and programs. If our undergraduate program improves, this may make it easier for us to attract new students, important when we rely increasingly on tuition funds and less on direct state funding.
 - d. Discussion of likely reception of motion by MFS. MFS may revise or table motion but it may have positive impact of alerting Senators to the issues that motivate it, i.e., need to facilitate cooperation between offices responsible for implementing General Education



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| | <p>policies and other offices responsible for undergraduate education; need to strengthen and integrate General Education more fully into undergrad curricula.</p> <p>e. Discussion of likely impact of motion in light of current proposed UH Manoa reorganization plans. Reorg proposes placing GEO office under Vice-Provost of Educational Excellence; other functions of current OUE may be redistributed. However, outcome of reorg proposal is uncertain and our motion is meant to be effective under both status quo and possible reorg.</p> <p>f. Discussion of the fact that Motion refers to internal and external review reports that have not yet been made available outside the GEC. Motion to make internal and external reports publicly available on GEO website.</p> | <ul style="list-style-type: none"> • Vote to make internal and external reports publicly available passed 8-0-0. • Vote to approve motion to move GEO to OUE, passed 8-0-0. |
| DISCUSSION ITEMS | <p>1. Continued discussion of Double-Dipping chart proposal. How would proposal to eliminate double-dip restrictions affect H/SL requirements? Response: MFS has given schools/colleges the right to determine their own requirements in relation to H/SL; that is an important conversation for the GEC, but not affected by the pending proposal to eliminate double-dip restrictions.</p> | <ul style="list-style-type: none"> • Nov. 13 – GEC chair & vc are meeting with counsel of academic advisors. |
| INFORMATION ITEMS | <ul style="list-style-type: none"> • GEO director communicated to the GEC via email, 10/30: “I created a folder in the GEC 2018-2019 drive called Gen Ed readings and put a variety of articles in there. The files called Gen Ed pathways and Gender_sexuality pathway example might be of interest too. There are also several readings concerning definitions and models of GE, such as Naming Gen Ed, Interdisciplinary place based learning, the two files with names starting with Allen 2006, and GEM design principles. And I added articles on a variety of related topics, such as global learning, civic engagement, ePortfolios and high impact teaching practices. Please peruse them at your leisure, and let me know if there are other topics you’d like me to research for you or include in the presentation I’ll offer at some point.” | |
| ADJOURNMENT | <p>The next meeting of the General Education Committee will be on Nov. 9, 2018 at 10:30.</p> | <p>Meeting adjourned at 12:00 pm.</p> |

Respectfully submitted by Shana Brown, Secretary.

Approved on 11/09/2018 with 7 votes in favor of approval, 0 against, and 1 abstention.