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**GENERAL EDUCATION COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** April 3, 2020 11:02 AM–12:27 PM  
**LOCATION:** Online via Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		MEMBERS	
Garrett Apuzen-Ito	P	Mike Nassir	P	Christine Beaule	P	Lisa Fujikawa	P
Shana Brown	P	Jon Pettit	P	Ronald Cambra	E	Vicky Keough	P
Garrett Clanin	P	Halina Zaleski	P	Ryan Yamaguchi	E	Cari Ryan	P
Betsy Gilliland	P	Andy Chu (ASUH rep)	P	Carolyn Stephenson (SEC liaison)	P	Sheela Sharma	E
Kalikoaloha Martin	P						

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Garrett A-I.	Meeting was called to order at 11:02am
REVIEW OF MINUTES	Minutes from the 3/13 meeting approved with 8 votes in favor, 0 against and 1 abstention.  Minutes from the 3/27 meeting tabled in order to give the Committee on Professional Matters (CPM) a chance to review and comment.	Minutes approved at 11:15am  Jon will send 3/27 minutes to CPM.



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NEW BUSINESS

- Information Items tabled in order to discuss new business.
  - 9 votes in favor, 0 opposed, and 0 abstentions.
- Review/approval of Fall 2020 E, O, & W Focus proposals (italicized proposals are not ready for review yet)
  - MUS 400 - Ruth Bingham
    - Shana would like to see a better articulation for the O Focus grading rubric
    - Kaliko expressed reservations in approving courses with both O and W focuses and urges more assessment data is needed to measure the effectiveness of O and W Focus designations held by individual courses.
      - Christine responds that it will be another couple of years before such data on assessing the O Focus is available. The Assessment Office is unable to disaggregate data to compare student performance in courses with a single designation (W or O) with data from courses holding both W and O.
    - Vote is 8 in favor, 0 opposed, and 1 abstention.
  - PHIL 317 - Cynthia Scheopner
    - Halina notes that the W enrollment max is 20. Lisa notes that the GEO will make sure it is limited to 20 students.
    - Vote is 8 in favor, 0 opposed, and 1 abstention.
  - ENG 382/WS 381 - Cynthia Ward
    - Betsy questions whether reading a paper aloud is a permissible form for an O Focus. Halina notes that there are other O activities in this course that help reinforce good oral communication skills. A discussion ensues about how different disciplines approach the O Focus.
    - Vote is 7 in favor, 0 opposed, and 2 abstentions.
- Adjustment of requirements/Hallmarks with the move to online classes - how much flexibility is appropriate?

Garrett A-I recommends that someone from GEO write Cynthia Scheopner and let her know that a W focus course is limited to 20 students.



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- Halina observes that there are classes where previous requirements for GenEd requirements are no longer feasible.
- Shana notes that with the shift to remote delivery, it might be difficult for all Gen Ed courses to adhere to the same assignments, assessment, etc.as originally approved by Gen Ed. However, it is only fair to students if they continue to receive the same Gen Ed credit.
- Garrett C. says there needs to be sensitivity about online courses in the future. How will current approved courses adapt to this situation?
  - Shana asks if courses are planned to be taught online, will previously granted Gen Ed hallmarks still apply?
  - Halina says that the GEC cannot take course focuses away. We could, however, make a webinar on how to adapt focuses to online environments.
  - Christine notes that O and E Focus experience the most problems, and encourages the E and O Boards to look at existing online resources.
  - Betsy says that CTE is offering a webinar on Student Interaction in Online and Blended courses.
- Garrett A-I wonders if individual boards are willing to put together an online forum.
  - Christine observes that the boards are busy reviewing proposals. It would be better to remind faculty about the resources that currently exist.
- Garrett A-I asks the GEC if we should make a motion to allow instructors for the spring semester to decide if students will pass the GenEd requirements
  - Lisa asks if we want to temporarily change the policy that requires GenEd courses to be taken for a letter grade, because there is a proposal to allow students to switch their letter grades to

Christine offers to ask CTE if they can record and make next Monday's webinar available.

Garrett encourages that we send out reminders to faculty members on developing online courses.

UNIVERSITY OF HAWAII AT MĀNOA FACULTY SENATE

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	<p>CR/NC this semester because of the changes brought on by COVID-19. Shana amends that if the administration allows for the Pass/Fail option, GEC will allow for GenEd requirements to count.</p> <ul style="list-style-type: none"> <li>■ Carolyn wants clarification that all grades of D or better will count for GenEd requirements, even if students opt to change from a letter grade to CR/NC. This is challenging, because “CR” is only given for grades of C or better. Students who opt for an “NC” grade would not receive GenEd credit, although they may have earned that credit if they had kept their C-, D+ or D letter grade. <ul style="list-style-type: none"> <li>● Lisa clarifies that a motion would only focus on students who received a pass credit to get a GenEd credit.</li> </ul> </li> <li>○ Since the institutional deadline has moved from April 17 to April 30 (maybe May 29), Garrett A-I postpones discussion until the next meeting. <ul style="list-style-type: none"> <li>■ Christine reminds the GEC that there are still many items on the agenda for the end of the year, so try to keep this discussion about the Pass/Fail option narrow.</li> </ul> </li> </ul>	
UPCOMING MEETINGS	<p><b>SPRING 2020 MEETING SCHEDULE: Fridays from 11:00 a.m.-12:00 p.m. via Zoom</b></p> <ul style="list-style-type: none"> <li>● April 17</li> <li>● May 1</li> <li>● May 8</li> </ul>	
ADJOURNMENT		Meeting adjourned at 12:27

Respectfully submitted by Jonathan Pettit, Secretary.

Approved on 04/17/2020 with 9 votes in favor of approval, 0 against, and 0 abstentions.