

General Education Committee  
December 4, 2006  
Hawai'i Hall 208  
Minutes

CALL TO ORDER

The meeting was called to order at 12:35 p.m. by the chair.

Present: Helen Baroni (chair), Richard Bigus, John Engel, Susan Johnson, Megumi Taniguchi, George Wong, David Chin (SEC), Tom Hilgers (GEO), Todd Sammons (GEO acting Faculty Administrator, S07), Monica Stitt-Bergh (GEO).

Absent: Cristina Bacchilega, Jon Goss, Ron Cambra (OVCAA), Jan Heu (A&R), Ruth Kleinfeld (emeritus), Helene Sokugawa (OVCAA).

MINUTES: The minutes of November 13, 2006, were approved as submitted.

ACTION AND INFORMATION ITEMS:

1. 3-year approvals for course based Focus designations (Hilgers)

MOTION: It was moved and seconded to approve these courses for 3-year course-based Focus designations: SPED 404, SPED 444, SPED 445 – W  
ITE 405 – O  
ITE 406 – E and W

The motion passed unanimously.

2. GE improvement (simplification) (Hilgers)

A handout with possible future actions, discussed by the GEO Advisory Board, was distributed (attached). Items 1 and 3 have been discussed in earlier Fall 06 meetings.

Simplifications:

1. Deletion of FG exclusionary rule

Action–GEC favors the deletion. Faculty Senate action required; resolution needs to be drafted; consultation with other UH campuses needed before proceeding. Possible vehicles for system consultation: Council of Chief Academic Officers, All Campus Council of Faculty Senate Chairs, University Council on Articulation.

2. Uniform application of Gen Ed requirements

Action–gentle reminder to colleges/schools. Meet with VCAA to discuss enforcement.

This is an implementation issue; GEC sets policy, not enforcement.

Ties in with enforcing Foundations in the First Year (p. 2 of handout).

3. Delegation of approval authority: POLICY CHANGE. Please review policy language carefully.

Action: GEC unanimously agreed to delegate approval authority to Focus boards, effective S07.

Policy: The GEC authorizes the Focus boards to act on its behalf to approve Focus designations when the instructor requests 1 or 2 Focus areas, effective Spring 07. Boards will continue to recommend designations to the GEC when a) the instructor requests 3 or 4 Focus areas, or b) the department requests a course-based Focus designation.

4. Merger of DA, DH, and DL

Action–assess current situation; continue discussion; consult with system counterparts.

This change would give uniformity to AHL and SS requirements. NS would be the exception. Change would impact some departments: currently students take 6 credits from 2 different areas (DA, DH, DL); change would require 6 credits from 2 different departments.

5. Increase duration of Focus approval; have a uniform July 31<sup>st</sup> expiration date

Action– Stitt-Bergh and Sammons will attend S07 board meetings and ask Focus boards to consider possibilities:

- 5-year approval: might be an incentive for course-based designations; might see laxness in teaching to the Focus requirements; boards could devote more time to faculty development.
- Initial approval period: 3 years; renewals: 5 years.

Implementations:

1. Foundations in the First Year: see above, Uniform application of Gen Ed requirements.

2. Attention to critical thinking within major requirements: this part of core competencies is not dealt with systematically.

Suggestion: GEC subcommittee should decide whether this should remain a Gen Ed requirement.

Discussion:

- Associate deans could be asked to talk with their departments about implementation.
- Department's annual assessment report for OVCAA should include this in the undergraduate section.
- Bring this to the Faculty Senate Assessment task force.

Other Concerns: discuss at a future meeting.

3. Wild Card request for O Waiver

Student W's request was reviewed and discussed.

MOTION: It was moved and seconded to approve Student W's Wild Card request for O waiver. The motion passed unanimously.

4. GEC continued its discussion of policies for:

- a. Topics courses: Liaisons will ask their boards to consider and suggest a Focus policy for topics courses.

Discussion:

- Topics can vary.
- Topics versus alphas: alphas indicate the topic but the focus of the course could vary.  
Handling of topics and alphas varies by department (might be a CAPP issue).
- Limit designations for topics courses to one semester.

Topics courses should not be denied Focus designations.

- b. Proposal requesting 2 or more Focus areas

Action: Approve at next meeting (proposed on 11/13/06 meeting; modified on 12/4/06).

CONSENSUS: Accept the following procedural modification (proposed at 11/13/06 meeting):

Require request for 2 or more Focus designations to include an integrated syllabus which clearly states the Focus areas, grading policies, and assignments. If the instructor has any existing Focus approvals for the course, they must be renewed when the application for an additional Focus area is requested. Effective Spring 08.

5. GEO Reports (Hilgers)

a. WASC report

GEC is committed to converting Gen Ed hallmarks to learning outcomes. Ideally, this should be done or be in progress for next WASC visit in March.

Discussion: Boards could be asked to do this; Stitt-Bergh might attend board meetings to assist with development of learning outcomes. New courses are required to have learning outcomes in the syllabus (M-1 form).

- b. Foundations and Hawaiian, Asian, and Pacific Issues articulation: There will be a videoconference on Thursday, 1/25/07, 12:30-3:30 p.m., Bachman 113, to discuss F and H multicampus articulation procedures with interested system campuses.

6. Chair's Report (Baroni)

- a. Diversification subcommittee has reviewed the renewal submissions received in Fall 06; the subcommittee will follow up with calls to the departments.

- b. The Faculty Senate Task Force met again Friday, 12/1.

- c. Sustainability Studies Certificate: Sustainability courses will not be identified with a letter designation that could be confused with Gen Ed Focus courses.

- d. Hilgers will be on sabbatical during Spring 07. Sammons will serve as acting Faculty Administrator.

WRAP UP

1. GEC will follow up on GE improvement strategies in S07.
2. GEC Handbook will include policy change which delegates approval authority to Focus boards.
3. Liaisons will ask Focus boards for input on topics courses.
4. S07 will see emphasis on development of GE learning outcomes.
5. Systemwide videoconference to discuss F and H multicampus articulation procedures: Thursday, 1/25/07, 12:30-3:30 p.m., Bachman 113.

Next meeting: on call for 12/11/06, 12:30-2:00 p.m., Hawai'i 208.

If you have any agenda items, please email Baroni <hbaroni@hawaii.edu>.

The meeting adjourned at 2:00 p.m.

Submitted by Barbara Mueller-Ali, Recorder