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GENERAL EDUCATION COMMITTEE  
MEETING MINUTES

**MEETING DATE:** Thursday, December 3, 2020 1:30–3:00 PM  
**LOCATION:** Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		MEMBERS	
Garrett Apuzen-Ito	A	Mike Nassir	P	Christine Beaulé	P	Lisa Fujikawa	P
Shana Brown	P	Jonathan Pettit	E	Ronald Cambra	A	Vicky Keough	P
Matt Eng	P	Mandy Westfall-Senda	P	Ryan Yamaguchi	A	Cari Gochenouer	P
Betsy Gilliland	P	Kaylie Keim (ASUH rep)	P	Christine Sorensen Irvine (SEC liaison)	P		
Kalikoaloha Martin	P						

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>	Meeting was called to order by Betsy Gilliland	Meeting was called to order at 1:31
<b>REVIEW OF MINUTES</b>	Minutes from the 11/12 meeting approved with 5 votes in favor, 0 against and 2 abstentions.	
<b>INFORMATION ITEMS</b>	<p><b>Reports from Chair, GEO Director, and liaisons</b> - Information items submitted electronically prior to meeting for review without requiring additional discussion.</p> <p><u>SEC Chair (Christine Sorensen Irvine)</u> The SEC is awaiting the final draft of MOU. Approval needed by signators only.</p> <p><u>E Board (Matt Eng)</u> The final E Board meeting for the Fall 2020 semester was December 2. In this meeting, the board discussed the review process from Fall, and possible changes to the form/review process going forward. A point of discussion is requiring an acknowledgment (via initials) within each question (in red) confirming they have completed the section correctly, the inclusion</p>	



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of a checklist at the end, removing the term “list” in favor of “describe” in questions, and a rubric (similar to O Board) for all proposals going forward to reduce the number of proposals being sent back for additional information.

Total proposals reviewed for the semester:

Approved: 15

Approved with Revisions: 12

Withdrawn: 3

W Board (Shana Brown)

11/18: W-Board still working on a team writing workshop for early spring. Discussed in-class quizzes and exams, whether that can count towards W-focus (no); discussed whether syllabi should be marked to note explicitly how each W hallmark is met (yes); discussed proposed revisions to application forms to make language more direct / clear, also to provide faculty with “drop down” options for some questions.

12/2: The W board is finalizing the team-writing workshop, planned for spring. There has been revision of W application forms to be more clear & effective. There is a plan to review the procedure to decide W-focus exemptions for students who have an equivalent non-UHM experience. There will be a joint meeting between the O & W boards to discuss the “required to pass” statement. Finally, there was discussion of whether in-class exams can count towards writing assignments. The board decided that in-class exams \*generally\* don’t count, but faculty can ask for an exception if they give feedback and students have the opportunity to revise.

CWG (Betsy Gilliland)

CWG met 11/23 with guest Ruth Bingham, head of the CALL advising center, to talk more about HSL language requirements and exemptions. We continue to work on our report about possible options for revising the HSL policy.

GEO Director (Christine Beaule)

No update from the OVCAA on the MOU (Wendy Pearson shared recently that she doesn’t think the Provost needs to review it because he’s not in the OVCAA and doesn’t oversee Gen Ed).

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	<p>The National Survey on Student Engagement (NSSE) preliminary 2020 survey results are now available on MIRO's website, which also allows for comparisons with the 2015 results. Scroll down to NSSE Results on this page: <a href="https://manoa.hawaii.edu/miro/apps/">https://manoa.hawaii.edu/miro/apps/</a>. The GEO hopes to give a short presentation on 12/17 regarding Gen Ed-related results.</p> <p>The Focus Exemption page on our website has been expanded with information and support for students completing the application, and updated to reflect GEC-approved changes (groups of students in the same course/experience can apply together): <a href="https://manoa.hawaii.edu/gened/students/exemptions/">https://manoa.hawaii.edu/gened/students/exemptions/</a></p> <p><u>HAP Board (Kaliko Martin)</u> Met this week to discuss the upcoming professional development and assessment project.</p> <p><u>F Board (Mandy Westfall-Senda)</u> Discussion continued about Western Civ, setting up a meeting with Admissions and plan to invite Kieko Matteson. Conversation on what Admission "sees" and does (potentially adding items after researching on behalf of the student) before documents are sent to boards to evaluate for transfer credit. Also discussing what workshops they would like to offer through CTE next year.</p> <p><u>Div Board (Mike Nassir)</u> 11/23/2020 meeting – primary topic: Discussion and finalization of wording for Div Learning Objectives, incorporating input &amp; comments from GEC. Mike N. will forward the final version to GEC for approval.</p> <p><u>AWG (Kaliko Martin)</u> All moving forward based on the established schedule.</p>	
<b>ACTION ITEMS</b>		
<b>DISCUSSION ITEMS</b>	<p><a href="#">Proposed structure and schedule of topics for Spring 2021 curricular discussions</a></p> <ul style="list-style-type: none"> <li>The current GEC needs to follow-up on projects (overarching curricular decisions) that previous committees</li> </ul>	



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have promised, given the recommendations from self-study and program review. Broad steps are included in the proposed timeline.

- Any changes to the General Education Core Requirements will need to go through all 10 Faculty Senates within the UH System and the BOR.
- The purpose of the program review is to spark deep, well-informed conversations about the Gen Ed curriculum; while this may result in recommendations for changes to the curriculum, it may not.
  - Fall 2022: GEC will need to update the self-study.
  - Spring 2023: An external review team will review self-study materials and visit campus for the five-year review.
- What are we envisioning happens to the current Gen Ed?
  - Are we talking about adding; adding and subtracting; just subtracting; or starting with a clean slate?
  - There are different ways of thinking about the requirements that stop short of wiping the slate clean; multiple ways of thinking and approaching Gen Ed without completely redesigning the entire structure.
- Discussed having two groups (one focused on modifying the current Gen Ed and one focused on a complete redesign of Gen Ed) to work on different segments and then share expertise with the other group (jigsaw learning).
- Start with a shared meeting for common background and understanding before splitting into the specialized groups, to start from the same place.
- Have every GEC member read the self-study and external review reports before we begin again next semester.



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NEW BUSINESS	<ul style="list-style-type: none"> <li>● Three-year progress report             <ul style="list-style-type: none"> <li>○ Due in early July. The GEC chair and vice-chair will draft the doc, though all members should be a part of the process.                 <ul style="list-style-type: none"> <li>■ Specificity is key, addressing each recommendation from the self-study and external review report individually and the process used.</li> </ul> </li> </ul> </li> <li>● Spring 2021 meeting time: Thursdays 3:00-4:30PM             <ul style="list-style-type: none"> <li>○ The final list of proposed dates will be provided during the December 17 meeting.                 <ul style="list-style-type: none"> <li>■ Gen Ed Office will send out a calendar invite for all dates.</li> </ul> </li> <li>○ Tentative dates - Will need to finalize two meetings in March (possibly March 25 instead of April 1), and find a new day during finals week, if needed.                 <ul style="list-style-type: none"> <li>■ January 7</li> <li>■ January 21</li> <li>■ February 4</li> <li>■ February 18</li> <li>■ March 4</li> <li>■ <del>March 25</del></li> <li>■ April 1</li> <li>■ April 15</li> <li>■ April 29</li> <li>■ May 6</li> <li>■ <del>May 13</del> (pick a different day/time during finals week)</li> </ul> </li> </ul> </li> </ul>	
UPCOMING MEETINGS	<b>FALL 2020 MEETING SCHEDULE: Thursdays from 1:30-3:00 p.m. via Zoom</b> <ul style="list-style-type: none"> <li>● December 17</li> </ul>	
ADJOURNMENT		Meeting adjourned at 2:20

Respectfully submitted by Matt Eng, Secretary.

Approved on 12/17/2020 with 7 votes in favor of approval, 0 against, and 2 abstentions.