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**GENERAL EDUCATION COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** Wednesday, January 31, 2024, 10:30-11:30 AM  
**LOCATION:** Bilger 106 or Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		MEMBERS	
Kahea Faria	P (Zoom)	Scott Rowland	P (Zoom)	Sonja Giardina (ASUH rep)	E	Christine Beaulé	P (Zoom)
Mahealani Kaneshiro	P (Zoom)	Shauna Sibonga	P (Zoom)	Paul McKimmy (OVPAE rep)	A	Lisa Fujikawa	P
Keahiahi Long	P (Zoom)	Brad Taylor	P	Max Xiong (Enrollment Management rep)	P (Zoom)	Vicky Keough	P
Nadine Ortega	P (Zoom)	June Zhang	P (Zoom)	Gerry Busch (SEC liaison)	P (Zoom)	Rose Paradise	P

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by the Vice Chair at 10:31 am.
REVIEW OF MINUTES		Minutes from 1/17 meeting approved by acclamation.
INFORMATION ITEMS	Liaison reports (as collected by a Google Form prior to the meeting) can be found at the bottom of this document.	
ACTION ITEMS	GEC position on articulation of E- and O-focus courses from other campuses in the system. E-board recommended not accepting lower-division E-focus courses. O-board also recommended not accepting lower-division O-focus courses. Both urged the system to produce/require lower-division E- and O-focus courses (for scaffolding). Keahiahi moved (Kahea seconded): Accept the E- and O-boards' recommendations to not accept lower-division E- and O-focus courses from other campuses. Scott suggested adding that we urge	



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any revised Gen Ed for Manoa to include lower-division E- and O- courses.

Christine said maybe we could call community college E- and O-focus courses lower-division E or O, and ours upper-division E or O. The courses wouldn't change, but perhaps students wouldn't be so confused. Scott argued that this would likely be a mess. Students still wouldn't get credit at UHM for their lower-division E- and O-focus courses from a CC; the only difference would be that they know beforehand that they won't. Also, it takes the pressure off UHM for producing lower-division E- and O- courses.

Shauna said that changing the designation at the CCs would be problematic for the CC students because the courses would seem even less valuable.

Kahea - mahalo to Christine for looking for other ways to deal with this. How does not accepting these courses relate to E5.209? Is there a way in STAR to add "300+" or "upper-division" for E- and O-focus courses as graduation requirements for UH-Manoa?

June - wants to make sure that any addition of lower-division E- and O-focus courses doesn't increase the GenEd load for UHM students. Christine says that a lower-division E and O requirement wouldn't necessarily need whole courses to achieve, but rather, would be included in other courses so that single courses can satisfy >1 objective (unlike now, where typically a class only satisfies one).

Motion: The GEC recommends that UHM accept only 300- and 400-level E- and O-Focus courses from other campuses within the UH System as satisfying upper-division E-focus and O-focus requirements for graduation at UHM. We urge UHM and the System to implement a consistent Gen Ed curriculum that includes 100- to 200-level E and O content throughout. This would allow the courses from other campuses to count toward graduation at UHM and would also scaffold E and O learning for UHM students.

Motion passed 8 yes, 0 no, 0 abstain.



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	<p>Mahealani asked about the ASUH student representative (see minutes from previous meeting). Christine is trying to follow up with the ASUH president. Jenny Brown (last year's ASUH representative) will not be attending GEC meetings until this is resolved.</p> <p>Mahealani: Problems with ICS 314, which used to be W-focus, but the designation lapsed because there were routinely too many students enrolled. But then students complained and submitted petitions for exceptions, because the course did not change student requirements of writing. The W-board is considering a last-minute request to reinstate the W-focus designation for Spring 2024, but ICS will need to adhere to the 20-student limit in the future.</p> <p>Governance doc (see <a href="#">history</a>). The red-line version of the revised governance document will be part of a modified resolution by CAB to accept the new version.</p>	
<b>DISCUSSION ITEMS</b>		
<b>NEW BUSINESS</b>		
<b>UPCOMING MEETINGS</b>	<p><b>SPRING 2024 MEETINGS: Wednesdays from 10:30-11:30 AM</b></p> <ul style="list-style-type: none"> <li>● February 14</li> <li>● February 28</li> <li>● March 13</li> <li>● March 27</li> <li>● April 10</li> <li>● April 24</li> <li>● May 1 or 8 (final exam week)</li> </ul>	
<b>ADJOURNMENT</b>		Meeting was adjourned by the Chair at 11:30am.

Respectfully submitted by Scott Rowland, Secretary.

Approved on 02/14/2024 by acclamation.



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## LIAISON REPORTS

### GEO Director (Christine Beale):

- List of expected GEC and Board vacancies was sent to CFS along with a draft of the email to be sent out campus wide. That email went out on January 29 this year. Please encourage your colleagues to self-nominate.
- Inequities in Focus proration policies between UH system and non-UH transfers to Manoa is in the OVPAE's hands.
- Christine attended the AAC&U Annual Meeting in Washington, DC last week and will give the GEC a presentation soon on this year's big themes: high-impact practices in undergraduate education (usually the core curriculum), workforce development, and DEI.

### W Board (Mahealani Kaneshiro):

- Guests Cam Moore (ICS Department) and Reynold Kajiwaru (College of Natural Sciences Student Academic Success Center) attended the W Board meeting on Wednesday, 24 January, from 3 PM to 3:45 PM, to discuss ICS 314.
- ICS 314 used to have a WI designation; although, due to demand the ICS department let the WI lapse because student registration (seats) could not be managed below 20 to maintain the required 20:1, student:instructor, ratio. Although there was no longer a WI designation, the instructor(s) of the course continued to teach it as a WI course. Since students continued to complete WI-related work, students who completed ICS 314 without the WI designation submitted exceptions to have the course fulfill the WI requirement. There were more than 100 requests submitted. Although the WI renewal was not submitted by ICS, the Dean and Director of Advising asked the W board to consider accepting a renewal proposal. Reynold Kajiwaru mentioned that part of the reason why the advising office requested the WI designation is processing exemptions; all exemptions are managed and approved for each student individually. The ICS department submitted a renewal request on 22 January.
- Cam Moore, instructor of ICS, mentioned that ICS has routinely taught ICS 314 with more than 20 students, and it is likely that 40 students will be needed in future semesters due to demand (increased enrollment). The W board explained the full-time TA requirements needed for courses with more than 20 students to Cam Moore. Cam Moore mentioned that the department has part-time TAs to help with ICS 314 and did not know if more could be hired this Spring 2024 semester.
- The W board recommended revision of assignments, and specifically, what assignments required grading time from the instructor and TAs. If ICS will consider changing how assignments are graded, there could be a temporary approval of the WI designation for Spring 2024 only. For full-fledged renewal, a new application packet must be submitted and ICS will need to hire additional instructors or TAs to maintain the 20:1 ratio similar to other WI designated courses. The W board offered to meet with the ICS chair or department to further assist with understanding the requirements and how to staff courses to meet the 20:1 ratio.

### E Board (Scott Rowland): The E-board met on 1/26.

- They approved KRS 407.
- They almost approved AMST 339, but were missing the vote of one board member, so it was tabled.



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- They discussed HIST 379 extensively. History is going for the full 4 Focus foci with this one. The issue the E-board had is one that seems to be recurring, namely certain E hallmarks are being achieved via readings and assignments, but it is not clear that students are getting instruction from the instructors about these E hallmark topics. It takes a very careful reading of a syllabus and some reading between the lines to decipher whether or not students will get instruction from the instructor about these topics, or if they will gain that knowledge only via readings and assignments. Perhaps the GEC could revisit some of the explanatory notes to help with this.
- They discussed AMST 316, which had the same issue of not being clear where particular E hallmarks are being met.
- The E-focus workshop will be April 10 from 11:30-12:45. They were hoping to get Thomas Jackson (PHIL) to be a speaker, but he hasn't responded to emails. Ty Tengan is tentative, depending on some PhD defenses around that same time that are yet to be scheduled. John Allen (on the E-board) is the only speaker who has committed for sure so far.