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GENERAL EDUCATION COMMITTEE  
MEETING MINUTES

**MEETING DATE:** Thursday, September 17, 2020 1:30–3:00 PM  
**LOCATION:** Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

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

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Jon Pettit	Meeting was called to order at 1:32
REVIEW OF MINUTES	Minutes from the 09/03 meeting approved with 7 votes in favor, 0 against and 0 abstention.	
INFORMATION ITEMS	<ul style="list-style-type: none"> <li>• GEO Director's report               <ul style="list-style-type: none"> <li>○ Fall board meetings and reviews are ongoing</li> <li>○ Proposal submissions down                   <ul style="list-style-type: none"> <li>■ Lot of uncertainty due to concerns related to future staffing</li> </ul> </li> </ul> </li> <li>• SEC liaison's report               <ul style="list-style-type: none"> <li>○ Draft of the written response to the 1-year report was never sent. On Agenda to be reviewed on Monday for review. Used language from 2003 MOU. Roughly 3 pages.</li> <li>○ Concerns were regarding who sets policy. GEC can recommend policy                   <ul style="list-style-type: none"> <li>■ WICHE Passport</li> <li>■ Debbie Halbert worked with GEO Director on draft policy revisions to address</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Christine Beaulé</li> <li>• Christine Sorensen Irvine</li> </ul>



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	<p>acceptance of credits from outside the institution, referred to in external review recommendations (Related to E5.209)</p> <ul style="list-style-type: none"> <li>■ Note: Neither went to GEC for review, system-wide</li> </ul> <ul style="list-style-type: none"> <li>● Working Group reports <ul style="list-style-type: none"> <li>○ Curriculum <ul style="list-style-type: none"> <li>■ Hawaiian/Second Language Requirements <ul style="list-style-type: none"> <li>● Reviewing pros and cons of different options</li> <li>● May not make recommendations this year due to state of flux</li> </ul> </li> <li>■ Thematic Pathways <ul style="list-style-type: none"> <li>● Wait until after receiving proposals</li> </ul> </li> <li>■ Expanding Oral Communication <ul style="list-style-type: none"> <li>● Waiting on O Board review</li> </ul> </li> </ul> </li> <li>○ Assessment <ul style="list-style-type: none"> <li>■ HAP Faculty Learning Community</li> <li>■ Foundations Faculty Learning Community</li> </ul> </li> <li>○ Governance <ul style="list-style-type: none"> <li>■ Considering revisions to MOU between MFS, GEC, GEO and OVCAA drafted by SEC and sent to GEC in 8/2020. <ul style="list-style-type: none"> <li>● Additional information under Discussion Items</li> </ul> </li> </ul> </li> </ul> </li> <li>● Board liaisons' reports <ul style="list-style-type: none"> <li>○ F <ul style="list-style-type: none"> <li>■ Reviewing proposals and UHM forms</li> <li>■ Western Civilization Transfer Credit <ul style="list-style-type: none"> <li>● Meeting with the Council of Academic Advisors (CAA) Western Civilization Subcommittee</li> </ul> </li> </ul> </li> <li>○ Div <ul style="list-style-type: none"> <li>■ Reviewing UHM-1 and UHM-2 forms</li> <li>■ Drafting Diversification Student Learning Outcomes - Under discussion items</li> <li>■ Resume 5-year review of all courses in the catalog</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● <ul style="list-style-type: none"> <li>○ Betsy</li> <li>○ Mandy</li> <li>○ Jon</li> <li>● <ul style="list-style-type: none"> <li>○ Cari</li> <li>○ Mike</li> </ul> </li> </ul> </li> </ul>
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UNIVERSITY OF HAWAI'I AT MĀNOA FACULTY SENATE

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	<ul style="list-style-type: none"> <li>○ E <ul style="list-style-type: none"> <li>■ Reviewing proposals</li> </ul> </li> <li>○ HAP <ul style="list-style-type: none"> <li>■ Orientation for new members.</li> <li>■ Review Procedures and HAP Faculty learning community (HAP Assessment project).</li> <li>■ System-wide HAP Committee interested in being connected with UHM HAP Assessment</li> </ul> </li> <li>○ O <ul style="list-style-type: none"> <li>■ Met with Yao Hill (Assessment Office) <ul style="list-style-type: none"> <li>● Reviewed assessment of O Focus</li> <li>● 63% of the students met the minimum expectations defined by the assessment <ul style="list-style-type: none"> <li>○ (Benchmark was 75%)</li> </ul> </li> <li>● Discussion of the assessment assignments <ul style="list-style-type: none"> <li>○ Continuing discussion on adding a second O, using the data from the Assessment Office</li> </ul> </li> </ul> </li> </ul> </li> <li>○ W <ul style="list-style-type: none"> <li>■ Presentation on review of proposals</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Matt</li> <li>○ Christine B</li> <li>○ Garrett</li> <li>○ Shana</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>● Proposal for a new system for updates from chairs, boards, and working groups via a <a href="#">Google form</a> <ul style="list-style-type: none"> <li>○ Streamline the process of providing updates, and allow for a better estimation of the time.</li> <li>○ Submit a few days before the GEC meeting. <ul style="list-style-type: none"> <li>■ Set a specific time (48 hours), however this may be difficult for those boards that meet the day prior to the GEC meeting <ul style="list-style-type: none"> <li>● Earlier is better.</li> <li>● Remember to submit at the end of the board meeting</li> </ul> </li> </ul> </li> <li>○ Helps to separate and properly assign items to the correct agenda slot.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Jon</li> </ul>



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|  | <ul style="list-style-type: none"><li>○ Notes from the liaison reports will be linked with the minutes</li><li>○ Shana moved to vote, Garrett seconded<ul style="list-style-type: none"><li>■ 7 votes in favor, 0 against, 0 abstentions.</li></ul></li></ul> |  |
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DISCUSSION ITEMS	<ul style="list-style-type: none"> <li>September 28 = deadline to submit a motion to SEC to be considered for the October MFS meeting</li> <li><a href="#">Draft SLOs for Diversification</a>: discussion and vote <ul style="list-style-type: none"> <li>Roughly 3 SLOs per requirement, following (building upon) Bloom's Taxonomy <ul style="list-style-type: none"> <li>Common language seems to be repeated <ul style="list-style-type: none"> <li>Hallmarks</li> <li>Used examples from other institutions</li> </ul> </li> </ul> </li> <li>The board discussed one big SLO for all of Diversification, but decided upon individual SLOs per requirement</li> <li>GEC reviewed and submitted suggestions for terminology on the document linked above in the meeting. <ul style="list-style-type: none"> <li>Additional comments due on the draft by September 25, so the Div Board can review on September 28</li> </ul> </li> </ul> </li> <li>GWG preliminary findings on the <a href="#">SEC's MOU</a> <ul style="list-style-type: none"> <li>Discussion of <a href="#">items #6 and #9</a> <ul style="list-style-type: none"> <li>2018 - GEO brought more formally into the process per the recommendation by internal and external evaluation</li> <li>Who the relevant parties are is still in question <ul style="list-style-type: none"> <li>OVCAA, SEC, GEC, and GEO</li> </ul> </li> <li>Use existing MOU and proposed MOU as starting point of discussion</li> <li>What is the difference between Policy and Procedure? <ul style="list-style-type: none"> <li>MFS created the requirements</li> <li>GEC create procedures for implementation</li> </ul> </li> </ul> </li> <li>Last MOU was signed in 2003</li> <li>GEO expressed concerns regarding impact of language in the MOU being oversimplified</li> <li>Discussion with regard to curriculum policy vs. implementation procedures <ul style="list-style-type: none"> <li>What needs to go up to the SEC?</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Jon</li> <li>Mike</li> <li>Jon</li> </ul>
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	<ul style="list-style-type: none"> <li>■ GEC represents the SEC viewpoint as faculty since we are a standing committee of the MFS, just with different governance documents.</li> <li>○ Recommended course of action is to draw up list of all activities of the GEO</li> <li>○ Revising Bylaws of the senate               <ul style="list-style-type: none"> <li>■ The SEC/MFS does not want to review other governance documents until after MFS bylaws are finalized</li> </ul> </li> <li>○ GEO Director expressed concerns regarding position oversight and review by SEC, because of limited interaction.               <ul style="list-style-type: none"> <li>■ Meeting with Laura Lyons.</li> </ul> </li> </ul>	
NEW BUSINESS		
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>● October 1</li> <li>● October 15</li> <li>● October 29</li> <li>● November 12</li> <li>● November 19 (if needed)</li> <li>● December 3</li> <li>● December 10 (if needed)</li> <li>● December 17</li> </ul>	
ADJOURNMENT		Meeting adjourned at 2:59

Respectfully submitted by Matt Eng, Secretary.

Approved on 10/01/2020 with 8 votes in favor of approval, 0 against, and 1 abstentions.