

Minutes of the General Education Committee

Wednesday, March 12, 2014

Hawai'i Hall 208

Attendees: Pete Garrod, Bob Joseph, Sarita Rai, Stacey Roberts, Scott Rowland, Amy Schiffner, Elisabeth Seamon (ASUH), Kiana Shiroma, Carolyn Stephenson (SEC)

GEO support staff: Lisa Fujikawa

Excused: Dawne Bost, Ron Cambra (OUE), Joy Logan, Todd Sammons (GEO)

Absent: Ryan Yamaguchi (Admissions)

The meeting was called to order at 11:00 a.m.

1. The **O Focus Exemption Request for Joshua** was unanimously approved by a vote of 8-0-0.
2. **Course-based Focus Requests**
 - The **W Focus request for SLS 302** was unanimously approved by a vote of 8-0-0. Because the third syllabus doesn't mention how students will receive feedback on their writing, the approval memo will include a note reminding the department to make sure that Hallmark #2 is addressed on each syllabus.
 - The **W Focus request for KOR 480** was unanimously approved by a vote of 8-0-0 after confirmation that courses taught in other languages *can* meet W (and O) Focus requirements.
 - The **W Focus request for SLS 380** was tabled until the next GEC meeting because the wrong documents were posted on Lulima.
3. **Announcements**
 - **Fall 2014 registration begins on April 23**, not April 14 as previously thought. As a result, the late Fall Focus deadline may be extended from March 14 to March 19.
 - The **February 20 meeting minutes** will be revised to list (in this order) Institutional Learning Objectives Implementation Committee Chair Debbie Halbert and committee member Monica Stitt-Bergh as the two guests.
4. The GEC had an informal discussion about moving to **electronic submissions**. Lisa explained that the GEO already accepts electronic submissions. However, many people have problems securing the department's approval (as signified by the Department Chair's signature on the Focus form) electronically. She also explained the logistical difficulties with accepting part of the proposals electronically and part via fax or mail.
5. The **next GEC meeting** will be held on Wednesday, April 2 from 11:00 a.m.-12:00 p.m. in Hawaii Hall 208.

Meeting adjourned at 11:20 a.m.

Submitted by *Lisa Fujikawa, Recorder*