

## Minutes of the General Education Committee

Wednesday, April 23, 2014

Hawai'i Hall 208

Attendees: Bob Joseph, Joy Logan, Sarita Rai, Scott Rowland, Elisabeth Seamon (ASUH), Carolyn Stephenson (SEC)

GEO support staff: Lisa Fujikawa

Excused: Dawne Bost, Ron Cambra (OUE), Pete Garrod, Stacey Roberts, Todd Sammons (GEO), Amy Schiffner, Kiana Shiroma, Ryan Yamaguchi (Admissions)

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

1. Past meeting minutes were unavailable for review/approval.

### 2. Course-based Focus Requests

- The **O and W Focus request for FDM 437** was unanimously approved by a vote of 5-0-0. One member felt that one syllabus was much easier to follow than the other and suggested noting that when the department is notified of the approval of the capstone course.
- The **W Focus request for MET 495** was unanimously approved by a vote of 5-0-0. One member asked for clarification about the relationship between MET 495 and MET 499. It was explained that students do their research in 499 and their writing in 495. Another member asked that the approval memo suggest that the department make this relationship clear to its students.
- The **W Focus request for THEA 101** was unanimously approved by a vote of 5-0-0. All members felt this was a "straightforward" request.
- The **W Focus request for TIM 425** (previously 325) was unanimously approved by a vote of 5-0-0. This request also "looked good."

### 3. Multiple-Designation Focus Requests

- **Ha'aheo Guanson and Kaleo Patterson's E, O, and W request for PACE 315** was unanimously approved by a vote of 5-0-0. There was some confusion about what percentage of the course was devoted to writing and what percentage to oral communication. The approval memo to the instructors should ask that these percentages be made clear in the syllabus.
- **Ha'aheo Guanson and Kaleo Patterson's E, O, and W request for PACE 412** was unanimously approved by a vote of 5-0-0. This proposal had the same issues with percentage as PACE 315. It was suggested that the instructors remove the percentages and put points only.
- Both **Torsha Bhattacharya's and Laura Gershuni's E, O, and W requests for TIM 321** were approved by votes of 5-0-0. (It was pointed out that the course already has course-based approval for E and W, so the only question was if the O was sufficiently integrated.) The GEC's primary concern was that no detailed course syllabus with a week-to-week schedule was provided. This made it difficult to determine whether there was sufficient time for all of the oral presentations. The suggestion was made to make approval contingent on the instructors' submission of a detailed syllabus that clearly outlined the time for the oral presentations.

4. **Cassie's revised O Focus Exemption Request** was unanimously approved by a vote of 5-0-0. Members felt that she addressed all of the concerns the GEC had with the original submission.

5. The **final GEC meeting** of the year will be held on Wednesday, May 7 from 11:00 a.m.-12:00 p.m. in Hawai'i Hall 208.

Meeting adjourned at 11:50 a.m.

Submitted by *Lisa Fujikawa, Recorder*