

General Education Committee
April 13, 2005
Hawai'i Hall 208
Minutes

1. CALL TO ORDER

The meeting was called to order at 1:50 p.m. by Linda Cox, chair.

Present: Richard Chadwick, Linda Cox, Jon Goss, Emily Hawkins, Jeannie Lum, Megumi Taniguchi.

Absent: Patricia Fryer, Jan Heu (A&R), Kelly Aune (IAVCAA), Thomas Ramsey (SEC).

Guests: Lisa Fujikawa (GEO), June Nii (A&R), Helene Sokugawa (OVCAA), Myrtle Yamada (OVCAA).

2. MINUTES: The minutes of April 6, 2005, were approved with the following additions:
On list of CC H courses approved for one-semester:

Kauai	HWST 107*	Chun, Dennis	Add to 4/6 minutes:
KCC	PACS 273	Losch, Keala	[4/7/05 email vote: approved for 3 years]
WCC	BOT 105*	Nishimoto, Angela	[Losch & Nishimoto—4/7/05 email vote: rescinded 1-semester H approval; course approval pending submission of revisions.]

3. OLD BUSINESS:

a. HAP Focus recommendations (Goss)

1. HAP Board recommended another CC course for 3-yr approval:
Kapi'olani CC: ENG 257B, Lisa Kanae (approved; see 3b)

2. Cox suggested that the HAP board clearly state its review criteria so that faculty better understand what they need to submit. This could help to reduce the number of lengthy negotiations undertaken with proposers.

Discussion:

-Questions were raised: Who defines the review criteria? How much latitude does a board have in changing the review criteria? Should there be oversight over changes? Who should provide oversight?

-Appointment of new board members should be done by early summer (2 members have terms expiring; 1 will be on sabbatical in AY06). GEC should brief the new board on its role and responsibilities; old and new board members should meet to discuss how they will interpret hallmarks so there is consistency.

-Boards need to be aware of the number of seats that need to be offered in their Focus area each semester so that there will be enough seats to meet student needs. Are students prevented from graduating because of the lack of seat availability?

3. GEC agreed on the following:

- Cox will ask all board chairs to include proposal review criteria in their end-of-year reports.
- GEC should provide faculty names to the Committee on Faculty Service to help them fill HAP Board vacancies.
- When boards convene in the fall, the GEC needs to ensure that each board clearly

understands the scope and nature of its duties and responsibilities.

b. Focus recommendations (Fujikawa)

Fall 2005 Focus Class Summary, Fifth List 4/13/05 was distributed (attached).

GEC unanimously approved: 1) all recommended courses on the list and 2) Kapi‘olani CC’s ENG 257B, Lisa Kanae, instructor, H Focus.

c. Mentoring Subcommittee (Chadwick)

Chadwick distributed an *Interim Report on Mentoring* (attached). It includes criteria of what constitutes mentoring and a tentative mentoring proposal. Discussion will continue at the next meeting.

WRAP UP

1. Cox will draft email re including review criteria in end-of-year reports.
2. GEC will give Cox suggestions for filling projected HAP Board vacancies.
3. Cox will give GEC suggestions for vice chair position.

Next meeting: Wednesday, 4/20/05, 1:45-3:00, Hawai‘i 208.

Send New Business items to Cox.

The meeting adjourned at 3:20 p.m.

Submitted by Barbara Mueller-Ali, Recorder