

General Education Committee
October 7, 2004
Hawai'i Hall 208
Minutes

1. CALL TO ORDER

The meeting was called to order at 12:10 p.m.

Present: Linda Cox, Patricia Fryer, Jon Goss, Emily Hawkins, Jeannie Lum, Jan Heu (A&R), Thomas Ramsey (SEC).

Absent: Richard Chadwick, Randy Hensley, Megumi Taniguchi.

Guests: Neal Smatresk (VCAA), Ernestine Enomoto (E Board Chair), Lisa Fujikawa (GEO), Tom Hilgers (GEO), Helene Sokugawa (OVCAA), Monica Stitt-Bergh (GEO)

2. VCAA Neal Smatresk attended the meeting to discuss the Chancellor's Reorganization Proposal with the GEC.

GEC Concerns:

a. Assessment

Discussion covered needs for assessment in many quarters and the desirability of focused leadership. Gen Ed needs were the focus.

b. Faculty Senate/GEC faculty governance is not clearly institutionalized in the Proposal.

VCAA: GEC is welcome to recommend wording changes to strengthen faculty governance role. But administration ultimately sets policy.

c. Proposed placement of OFDAS focuses on its services relevant to human resources concerns (tenure and promotion, mentoring). OFDAS also does CAFÉ; its assessment and faculty development roles in Gen Ed could be expanded.

d. GEO/MWP clerk-typist position is not included.

VCAA: This is an oversight. [10/11/04: Hilgers received email confirmation that this position will transfer to Academic Affairs. Only permanent positions are shown on the organization charts.]

e. Associate VC for Undergraduate Education *and* Enrollment Management may be too great a stretch.

VCAA requested written ideas.

1:10 GEC meeting begins.

3. MINUTES: The minutes of September 30, 2004, were approved as submitted.

4. OLD BUSINESS

a. Voting on Spring 05 Focus classes

- The GEC must approve recommendations by the end of next week to meet the printed Schedule of Classes (SOC) deadline.

- A Summary and a List of Spring 2005 Focus Board Recommendations were distributed.

MOTION: It was moved and seconded that the recommended classes be approved. The motion passed unanimously.

Discussion of the Summary:

-5 E sections with “Staff” instructor are pending; E Board does not review the proposal until an instructor is assigned.

-GEC policy on “staff” courses: chair signs and submits the proposal and guarantees that the class will be taught according to the hallmarks. E Board will consider implications.

-Some instructors submitted proposals by the deadline but there is still no decision.

CONSENSUS: The GEC agreed that boards should contact instructors if a recommendation is pending and the course will not appear with the Focus designation in the printed SOC. This applies to courses submitted by the deadline on the proposal form. GEO will inform board chairs.

-17 H sections pending; negotiation efforts are occurring and receipt of additional information is still pending; some instructors are traveling.

One is a unit mastery course. Is a unit mastery course appropriate for the H Focus?

Once the college PCC approves a course, it can be proposed for a Focus designation.

-GEC recommends that the H Board consider having workshops or offer guidelines so that faculty will know what board expectations are as proposals are reviewed. Liaison will convey GEC recommendation to the H Board.

NEW BUSINESS

1. H systemwide meeting (Sokugawa)

The community colleges (CC) want to have a systemwide meeting.

CONSENSUS: The GEC suggests that (in lieu of a systemwide meeting) the H Board invite the CCs to the workshop planned for Mānoa faculty.

WRAP UP

1. GEC members should review the Reorganization Proposal and send comments to the GEO muellera@hawaii.edu. Feedback will be collected and forwarded to Cox; she will draft a response to the VCAA.
2. 10/13/04: Cox will attend HSL meeting for Fryer.
3. GEC is looking for a large conference table that can seat all participants for Hawai‘i 208. Please call if you know of one, x66660.

Next meeting: Thursday, 10/21/04, 12:00-1:15, Hawai‘i 208.

Send New Business items to Cox.

The meeting adjourned at 1:50 p.m.

Submitted by Barbara Mueller-Ali, Recorder