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GENERAL EDUCATION COMMITTEE
MEETING MINUTES

MEETING DATE: Oct. 9, 2019 1:30 PM
LOCATION: SAK A-201
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		MEMBERS	
Garrett Apuzen-Ito	P	Shana Brown	P	Christine Beaule	P	Lisa Fujikawa	P
Halina Zaleski	P	Jonathan Pettit	P	Ronald Cambra	P	Vicky Keough	P
Betsy Gilliland	P	Garrett Clanin	P	Ryan Yamaguchi	E	Sheela Sharma	P
Kalikoaloha Martin	P					Cari Ryan	P
Landon Li (ASUH representative)	A	Carolyn Stephenson (SEC liaison)	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Garrett Apuzen-Ito at 1:33 pm	
REVIEW OF MINUTES	Minutes from September 25, 2019 discussed. Clarifications made on the vacancies on the boards. Minutes approved, 7-0.	
INFORMATION ITEMS	<p>Liaison reports (E, H, O, W, F, Div, SEC)</p> <p>E (Garrett C.) = In the process of reading proposals</p> <p>H (Shana) = Have not approved proposals yet. Shana consulted on removing instructor-based proposals. H Board approves but wants to make sure that there is a way to monitor its future implementation.</p> <p>O (Halina) = Busy reading through proposals; has sent some back for revisions.</p> <p>W (Betsy) = Has received a small number of course-based proposals, but many individual proposals. This is a potential concern for reviewing all course-based proposals, because the majority of the board has to review each course-based proposal,</p>	



while only one person on the board is assigned to evaluate each instructor-based proposal.

F (Jon) = The board is discussing transfer credit evaluations for courses that are not on the books at UH. FQ is capped at 30 students and the requests for transfer do not have any information on the number of students in a course at a different university.

Div (Kaliko) = The board reviewed the hallmarks, and plans to revise hallmarks and learning outcomes. Christine pointed out that SLOs for diversification are difficult to address. She provided some models to consider; the board liked the creation of a preamble as a way to articulate the outcomes to students. Changing hallmarks are difficult for the Div Board because Div is a UH Systemwide requirement, but there is no system wide guidance on hallmarks in inter-campus executive policy.

SEC (Carolyn) = The SEC expressed concern about the resolution to eliminate all instructor-based Focus approvals and replace them with only course-based. It indicated it hoped that the substance of the issues would be addressed, rather than playing with parliamentary procedures. While the GEC Chair had expressed to the SEC that it viewed the three conditions attached to the March 13, 2019 Senate vote to defer the resolution simply as recommendations, the SEC agreed that the three conditions expressed the will of the Senate by a 31-19 vote and should be fulfilled.

GEO Director's report

A candidate for GEC was recommended by Faculty Service. His nomination will go forward to SEC. Ideally, this eighth member will serve as liaison to Foundations Board. The last member of the HAP Board has been notified of his appointment. One more vacancy still exists on Writing Board.

ASUH needs to send a student to GEC meetings.

Update on consultations on course-based motion



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	<p>The results of the survey of advisors about how the instructor-based designation impacts students was shared with the GEC. 40 out of about 160 on the email list replied. The majority of the responses indicated that the instructor-based designation has led to moderate-to-frequent negative impacts on students. There was criticism by two advisors that the survey was not a fair evaluation of the instructor-based policy. But it was noted during discussion that this was not the purpose of the survey.</p>	
ACTION ITEMS	<p>Motion to change the policy on course-based proposals to allow single-instructor proposals</p> <p>This motion would remove requirement for “Two instructors” in course-based focus applications. One instructor would submit a master syllabus or two versions of the syllabi. This instructor would still need to have already obtained a designation for the course in the past. This would make it easier for last-minute changes in instructors. There would be a need to make slight changes in the application, not hallmarks. This would take place now without regard to what happens in the Senate with the course-based motion.</p> <p>There was a discussion about what constitutes a “Master syllabus” and if there is a need to specify “common elements” to ensure the preservation of hallmarks in the future. Shana B. stated that it would be helpful for students to know what to expect of courses in advance... Due to intellectual property concerns, there is a suggestion for a “skeletal approach” whereby certain parts of the syllabus can be removed, leaving only those aspects of the syllabus addressing SLOs and Focus Hallmarks.</p> <p>Carolyn S. raises concerns about how different sections of one course can be structured differently. The onus is on the department to monitor the situation, but there is no central way to verify that this is happening.</p> <p>Vote: Motion carries by vote, 7-0.</p>	
DISCUSSION ITEMS	<p>Status update and summary of prioritized agenda items for each Working Group and the points of the External and Internal reviews that will be addressed</p>	



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	<p><i>Governance</i> -- Released draft of a revised version of the Faculty Governance of UHM General Education document. Asked GEC to review the doc by next Monday, so the Working Group can discuss any recommended changes at their meeting next Tuesday.</p> <p><i>Curriculum</i>-- Met last Wednesday. Continued working on mission/values statement. Discussed O Foundations as a way to scaffold skills as recommended by external review. Addressed “Place-based foundations,” an introductory course focusing on the Hawai‘i-Pacific region. Further discussed whether or not there should be a language competency requirement for all undergraduate majors.</p> <p><i>Assessment</i>-- AWG update on shared drive. They have set their meeting schedule and will address Foundations-Global and Multicultural Perspectives assessment. In the coming weeks, AWG will recruit participants for a Foundations faculty learning community. This community will select FG SLOs to be assessed this year.</p>	
UPCOMING MEETINGS	1:30-2:45 p.m. in Sakamaki A201 on the following Wednesdays: <ul style="list-style-type: none">● October 23● November 6● November 20● December 4● December 18	
ADJOURNMENT		Meeting adjourned 2:43 pm

Respectfully submitted by Jonathan Pettit.

Approved on 10/23/2019 with 5 votes in favor of approval, 0 against and 1 abstention.