

Minutes of the General Education Committee

Wednesday, September 3, 2014

Hawai'i Hall 208

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

Attendees/Introductions:

- Pete Garrod, GEC Chair, Natural Resources and Environmental Management
- Todd Sammons, Faculty Administrator, General Education Office
- Joy Logan, Languages & Linguistics of Europe & the Americas (Latin & Iberian Studies)
- Amy Schiffner, Theater & Dance
- Dawne Bost, General Education Office
- Lisa Fujikawa, General Education Office
- Ryan Yamaguchi, Assistant Director, Admissions Office
- Stacey Roberts, Educational Administration
- Mike Nassir, Physics & Astronomy
- Bob Joseph, Physics & Astronomy
- Kiana Shiroma, Pre-Health/Pre-Law Advising Center

Excused:

- Ron Cambra, Assistant Vice-Chancellor, Office of Undergraduate Education
- Nicole Iwasaki, Manoa Transfer Coordination Center
- Kapa Oliveira, GEC Vice-Chair, Kawaihuelani Center for Hawaiian Language

1. **Minutes** from Spring 2014 were approved as written.

2. **Liaisons** were assigned as follows:

- Foundations (F) Board – Mike Nassir
- Oral Communication (O) Focus Board – Joy Logan
- Hawaiian, Asian, & Pacific Issues (H) Focus Board – Bob Joseph
- Writing Intensive (W) Focus Board – Amy Schiffner
- Contemporary Ethical Issues (E) Focus Board – Kiana Shiroma

GEC liaisons attend Board meetings to keep the GEC informed and to act as the communication link between the Board and the GEC. Liaisons will be asked to report on their Board's meetings/activities at each GEC meeting.

3. Pete, Ryan, and Mike volunteered to serve on the **Diversification Subcommittee**. Pete will ask Kapa to serve as the fourth member. Dawne provides administrative support.
4. **General Education Handbooks** were updated for those members who brought their Handbooks. Members who didn't have their handbooks were asked to bring them to the next meeting to be updated to the 2014-15 version.
5. A draft **Fall 2014 Focus calendar** (with deadlines for Spring 2015 Focus classes) was distributed.

6. The **Fall 2014 GEC meeting schedule** is as follows (meetings are held on Wednesdays from 11:00 a.m.-12:00 p.m.):
- September 17
 - October 1
 - October 15
 - October 29
 - November 5 (back-to-back with the 10/29 meeting)
 - November 19
 - December 3
7. The **Quantitative Reasoning Working Group (QRWG)** has been working on a recommendation to integrate QR into the curriculum. When the QRWG is ready, the recommendation will come to the GEC and then move on to the SEC and the Faculty Senate. It will also require consultation with the rest of the UH System.
8. **Focus deadlines** were a topic of discussion in Spring 2014 due to the late approval of several that had been submitted by the “late” deadline. The GEC discussed several options:
- Adding a statement with the later deadline saying that it is “appropriate for proposals that don’t require negotiation”
 - Accepting late proposals but making “no guarantees”
 - Having only one deadline, because most people will wait until the later deadline anyway

The GEC agreed that proposals should continue to be accepted after the “priority” deadline, but that it was important to make it clear that there would be “no guarantees” for those proposals. This information will be put in a more prominent place on the Gen Ed website and will also be included in email announcements that are sent out to the departments and faculty.

9. The **(re)organization of the Manoa Writing Program (MWP) and General Education Office (GEO)** will be discussed over the course of the semester. The MWP Director stepped down this summer, and the GEO Faculty Administrator will be stepping down at the end of the semester, so it is a good time to reevaluate the administration of the two offices. It is likely that a working group will be formed to come up with a recommendation.

Meeting adjourned at 11:30 a.m.

Submitted by *Lisa Fujikawa, Recorder*