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**GENERAL EDUCATION COMMITTEE**  
**MEETING MINUTES**

**MEETING DATE:** Thursday, October 1, 2020 1:30–3:00 PM  
**LOCATION:** Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		MEMBERS	
Garrett Apuzen-Ito	P	Mike Nassir	P	Christine Beaule	P	Lisa Fujikawa	P
Shana Brown	P	Jonathan Pettit	P	Ronald Cambra	P	Vicky Keough	P
Matt Eng	P	Mandy Westfall-Senda	P	Ryan Yamaguchi	P	Cari Ryan	P
Betsy Gilliland	P	Kaylie Keim (ASUH rep)	P	Christine Sorensen Irvine (SEC liaison)	P		
Kalikoaloha Martin	P						

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Jon Pettit	Meeting was called to order at 1:31
REVIEW OF MINUTES	Minutes from the 09/17 meeting approved with 8 votes in favor, 0 against and 1 abstention.	Matt



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<p><b>INFORMATION ITEMS</b></p>	<ul style="list-style-type: none"> <li>● <a href="#">GEC Listerv</a> <ul style="list-style-type: none"> <li>○ Can be used to vote outside of meeting times (if needed)</li> <li>○ Will be used for all communication henceforth across the whole committee</li> </ul> </li> <li>● SEC Liaison <ul style="list-style-type: none"> <li>○ SEC written response to GEC response to Gen Ed Program Review:.. Since the key issues were discussed verbally with GEC, the SEC voted not to send a written memo.</li> <li>○ The key issues are: (1) TPGE, (2) making GEO director a voting member; (3) MFS role in deciding on UHM's participation in WICHE passport; (4) Defining "policy" for Gen Ed versus "procedures" for implementing</li> <li>○ Priority moving forward is to establish an updated memorandum of understanding. <ul style="list-style-type: none"> <li>■ CAB will not review Gen Ed governance documents until after the MFS bylaw revisions are finalized.</li> <li>■ Anything in the queue for CAB will likely not be reviewed until Spring.</li> </ul> </li> <li>○ TPGE: Once one or more full proposals for thematic pathways are collected, need to set a meeting with GEC and SEC to review.</li> </ul> </li> <li>● Div Board <ul style="list-style-type: none"> <li>○ Extended period for GEC comments on <a href="#">SLOs</a>; open until October 7.</li> <li>○ Will have 3-semester vacancy starting Spring 2021 for a member representing natural sciences - please recruit and send information to <a href="#">Mike</a> and <a href="#">Shannon Johnson</a>.</li> <li>○ Div Board will be discussing the meaning of DY. This will likely involve reevaluating explanatory notes (possibly hallmarks) to reflect laboratory work in modern times. Please send any thoughts to <a href="#">Mike</a>.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Jon</li> <li>● Christine Sorensen Irvine</li> <li>● Mike</li> </ul>
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- O Board

- Currently, all 4-credit courses require students to complete all O-related assignments for a student to obtain the O-Focus requirement; in contrast, students taking courses with 3 or fewer credits do not have to complete all O assignments, to get the O credit with a D or better in the course. Should all O courses require completion of all O-Focus assignments to obtain O credit, regardless of credit hours?
  - For 4-credit courses, students will earn either a D- or F if they do not complete all of the Oral Communication assignments.
- This falls under the jurisdiction of the board, since it is an explanatory note specific to the campus. Does not need to go through GEC.
  - Garrett will bring back to the O Board.
  - If there are any changes, they would be applicable for all new course approvals and renewals, but not for existing approvals.
- Discussion also pointed out parallel requirements in W-Focus Explanatory Notes. Should it be considered in parallel?

**Reports from Chair, GEO Director, and liaisons -**

Information items submitted electronically prior to meeting for review without requiring additional discussion.

GEC Chair (Jon Pettit)

I attended the AWG and GWG meetings this past week. I also agreed to make a presentation on behalf of AWG in December.

GEO Director (Christine Beaule)

- Garrett



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The GEO is working with the Governance Working Group on a joint MOU draft. Toward this end, the GEO provided each staff member's duties and responsibilities, the GEO Director's initiatives and accomplishments since January 2018, and a document outlining the steps in the FG assessment project that is intended to model the roles of the GEC, AWG, GEO, Boards, and others in the "implementation" of GEC decisions.

O Board (Garrett Apuzen-Ito)

The O-board recently hosted a workshop with faculty, but it was not well attended. Jaymi Urashima (O-board co-chair) is working with Cary Ryan to obtain data on student outcomes on O-classes to assess the potential benefit of a second oral requirement.

CWG (Betsy Gilliland)

At meeting Monday 9/28 we reviewed info on peer and benchmark institution requirements around second language coursework and noted a wide range of possibilities. We started drafting a document summarizing arguments around changing H/SL requirements at UHM. We talked about inviting in someone from one of the UH programs that has opted out of the 2-year req (such as from Shidler advising) to join our discussion with their program's perspectives.

HAP Board (Kaliko Martin)

HAP committee met last week Tuesday. Cari came to report on the Faculty Learning Community and updates on the upcoming HAP assessment. The committee reviewed two course proposals and began dialog with the instructors on feedback on their proposals. The HAP committee began planning their three-part professional development series "HAP state of mind." The inaugural session will feature Patricia Halagao's, HAP board member, and Cheryl Lupenui's upcoming publication "Hawai'i Breathes Multilingualism"

Div Board (Mike Nassir)



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0. Usual discussion & decisions for UHM forms and TEC evaluations.
1. Comments have been received from GEC about Draft Div SLOs. Div Board has extended the deadline to Wed. Oct. 7. Mike N. will remind GEC by e-mail.
2. Div Board has one opening for 1 faculty member from the sciences, for the period spanning Spr 2021-Spr 2022 (3 semesters). Please send suggested nominees to Div Chair (Shannon Johnson) & GEO liaison (Cari Ryan).
3. Div Board plans to revisit the modern meaning of DY, and whether Explanatory Notes and possibly even Hallmarks should be updated.

W Board (Shana Brown)

The board met and discussed proposals. Some new board members had questions about how to evaluate proposals appropriately. The board also discussed plans for a workshop on designing W-focus classes for team writing. Especially in the sciences, collaborative writing is often the disciplinary norm, but there are tricky details in writing W-focus proposals, like how to count pages when multiple authors collaborate, etc. Faculty in relevant fields will benefit from additional guidance / training in regards to those proposals.

E Board (Matt Eng)

The E board continues to review proposals, and determine their internal best practices/operating procedures for systematic review of the proposals.

GWG (Jon Pettit)

We worked on revising the first five clauses of the SEC MOU.

F Board (Mandy Westfall-Senda)

Board members met with Kari Ambrozich and Shannon Johnson (Members of the Western Civ Sub-committee). Discussed having the F board involved in the criteria for

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	determining if credit should be granted. Reviewed one proposal.	
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>● Proposal for a more systematic way of reviewing the minutes <ul style="list-style-type: none"> <li>○ Minutes posted at least 3 days in advance of meeting.</li> <li>○ Members expected to review minutes and make comments in a Google Doc in advance of the meeting, and be prepared to vote when the meeting begins.</li> <li>○ Any changes should be entered on the shared Google Doc as suggestions at least 24 hours in advance of the meeting.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Jon</li> </ul>
<b>DISCUSSION ITEMS</b>	<ul style="list-style-type: none"> <li>● Western Civilization Policy for FG proration: The Foundations Board recommends adding “or world civilization” after “western civilization” in the current policy so that the phrase reads “students...with one or more western civilization <i>or world civilization</i> courses.” Effective Fall 2021 <ul style="list-style-type: none"> <li>○ 9 votes in favor, 0 against, and 0 abstentions</li> <li>○ Criteria for identifying a qualifying Western Civ or World Civ course are being developed by Foundations Board</li> </ul> </li> <li>● <a href="#">Governance Working Group: Update on MOU discussions</a> <ul style="list-style-type: none"> <li>○ GWG is proposing changes to the existing MOU. The GEC discussed points 1-5 and expressed overall approval after small adjustments to 5.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Jon</li> <li>● Garrett</li> </ul>
<b>NEW BUSINESS</b>		
<b>UPCOMING MEETINGS</b>	<b>FALL 2020 MEETING SCHEDULE: Thursdays from 1:30-3:00 p.m. via Zoom</b> <ul style="list-style-type: none"> <li>● October 15</li> <li>● October 29</li> <li>● November 12</li> <li>● November 19 (if needed)</li> </ul>	



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	<ul style="list-style-type: none"> <li>• December 3</li> <li>• December 10 (if needed)</li> <li>• December 17</li> </ul>	
ADJOURNMENT		Meeting adjourned at 2:56 PM

Respectfully submitted by Matt Eng, Secretary.

Approved on 10/15/2020 with 8 votes in favor of approval and 0 against.