

General Education Committee
April 2, 2008
Hawai'i Hall 208
Minutes

CALL TO ORDER

The meeting was called to order at 1:34 p.m. by Jane Schoonmaker, Chair.

Present: Mike Kirk-Kuwaye, Mike Nassir, Jane Schoonmaker, Carolyn Stephenson, George Wong.

Ron Cambra (OVCAA), Linda Cox (SEC), Lisa Fujikawa (GEO), Jan Heu for Alan Yang (A & R), Monica Stitt-Bergh (GEO).

Guests: Elaine Bailey (Shidler), Peter Quigley (OVCAA)

Absent: Bob Campbell, Lynne Higa, Tom Hilgers, Susan Johnson

MINUTES: Minutes of the March 19, 2008 meeting were approved.

ACTION AND INFORMATION ITEMS:

1. BUS 301 -- W Board had concerns re approval of this proposed "staff" WI course -- a 1-credit course, running 5 weeks versus 16, resulting in instructor burnout. Bailey was invited to explain the proposal to the GEC (instructor unable to attend meeting).
 - Revised course would involve a 1.5 credit course format in 7 weeks, similar to courses in the MBA program. GEC noted that modified course could not go into effect until S09.
 - Each instructor will have 1-2 sections (each with 17-20 students). 1 instructor could teach 2 sections simultaneously, repeating 3 times/semester for a total of 120 WI students in one semester.
 - Bailey confirmed that the instructors have reading time and are assigned "graders," who edit for grammar and structure. Instructors give feedback on content.
 - Text and subject matter concern ethics.
 - Course objectives are to be able to write business reports and marketing plans, with attention to ethical implications within each specialization.
 - Bailey stated that course format is popular with the students.

GEC agreed to send memo recommending conditional F08 WI approval with reservations to the W Board with the following provisions:

- This is a one-semester approval only; department must reapply for S09.
- Limit of 2 sections (i.e., 40 students) per instructor per semester.
- Approval contingent on Shidler making plans for fewer students or more contact hours per instructor, e.g., change course from 5 weeks to 7 or more weeks in length; increase credits from 1 to 1.5 credits.
- Review of "graders" to make them more effective and make improvements.

- Review student course evaluations.
2. Focus recommendation – BE 482 as E, O, W. GEC approved the Boards' recommendations.
 3. Vote on AMST 150 (FG, Group B, 5-year renewal).
 - GEC recommended approval of the renewal with a memo voicing concerns of the Foundations Board.
 - Although this is a renewal, the Board noted the syllabus and instructor are both new.
 - Concerns related to the FG Hallmarks, accompanying Explanatory Notes, and requirements for wide-ranging approaches to content areas.
 - Stitt-Bergh suggested that in the future GEC bring together faculty teaching similar FG courses (i.e., AMST, HIST, ART) to discuss effective teaching strategies.
 4. FW implementation plan update – GEC sent proposal to the Foundations Board, who gave their basic approval with reservations:
 - FW “equivalents” (waiver) must be a one-time emergency action.
 - Chancellor must provide adequate funding for instructional staff and program development in order to prevent backlog from recurring.
 - This situation suggests a need/offers an opportunity for an overall review of first-year requirements, procedures, and curricular offerings.

Cambra provided update report -- met with Johnsrud; proposal will go to the Chancellor for consideration/approval. Cambra stated that he would like a response in two weeks. He recommended we move forward with planning. If we do the waiver option, UHM must offer enough sections of ENG 100 and 200.

5. eCAFE – The machines scoring the bubble sheet responses for eCAFE will be phased out by F09. Incentives for students to complete online surveys have been proposed by David Chin, Faculty Senate; he is open to suggestions that might raise the survey participation rate. Cambra reported that they are in the last stages of selecting 1 of 3 clicker companies. A prospective vendor will be on campus 4/21/08. Discussion: eCAFE was beta-tested. Members of GEC would like to consult with ICS to discuss the pilot-run parameters.

WRAP UP

1. Summary of GEC BUS 301 recommendations to be forwarded to W board.
2. GEO to review previous BUS 301 surveys.
3. GEC to contact ICS re eCAFE pilot-run conditions.

Next meeting: The next meeting will be held on Wednesday, April 23, 2008, 1:30 p.m. in Hawai'i Hall 208. Please hold April 30th.

Meeting adjourned at 3:11 p.m.

Submitted by Jo-Anne Nakamoto, Recorder