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

**MEETING DATE:** November 16, 2017 11:30 AM - 12:30 PM

**LOCATION:** Hawaii Hall 309

**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		STAFF	
Aurelio Agcaoili	E	Michael Nassir	P	Debora Halbert	P	Lisa Fujikawa	P
Halina Zaleski	P	Michael Cooney	P	Ronald Cambra	E	Vicky Keough	P
Shannon Johnson	P	Nori Tarui	P	Ryan Yamaguchi	P	Wendi Vincent	P
Jennifer Griswold	E	Garrett Clanin	P				
		Micah Leval	P	Stacey Roberts (SEC liaison)	E		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Shannon Johnson, GEC Vice Chair, at 11:35 AM.
<b>REVIEW OF MINUTES</b>	The minutes of November 9, 2017, were circulated electronically for review and comments prior to the meeting.	Motion by Halina to approve the 11/9/17 minutes as amended; seconded by Micah. Approved 6-0-0.
<b>CHAIR'S REPORT</b>	None	
<b>UNFINISHED BUSINESS</b>	See below	
<b>BUSINESS</b>	<ol style="list-style-type: none"> <li>Liaison reports - None, because Boards didn't meet this week</li> <li>GEO Director candidate feedback and interview debrief - The GEC discussed strengths and weaknesses of each of the three finalists.</li> </ol>	<ol style="list-style-type: none"> <li>No Action</li> <li>Feedback forms are due to Shannon by 5:00pm today (11/16/17). Shannon will summarize the GEC discussion and forward the summary and forms to the Search Committee.</li> </ol>



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	<p>3. Motions to delegate decision-making authority to the Boards for Foundations, Focus Exemptions, and course-based is Focus proposals: discussion of parameters</p> <p>a. <b>Referral vs. appeal.</b> Distinction between “referral,” which is done by the Board, and “appeal,” which is initiated by the proposer. Consensus of the Boards is that referral should be possible at the Boards’ discretion, while appeals can be made only after negotiation with the Board(s) is complete.</p> <p>b. <b>Referrals.</b> Some felt that the GEC should be (re)reviewing proposals for process issues only (e.g., timely review is not occurring, proposals aren’t being evaluated according to the Hallmarks).</p> <p>c. <b>Appeals.</b></p> <p>i. It was clarified that appeals can only be made for Foundations or course-based Focus proposals (i.e., proposals that used to require GEC approval); appeals cannot be made for instructor-based proposals.</p> <p>ii. Grounds for appeal were not set. Faculty will need to clearly state their case for their appeal.</p> <p>iii. Appeal information will be provided in denial letters and in the GenEd Handbook.</p> <p>d. <b>Final decisions.</b> For both referrals and appeals, the GEC will have final decision-making authority.</p> <p>e. <b>Course-based W review.</b> W Board members each take responsibility for reviewing a subset of W proposals. Course-based W proposals are reviewed by two members: the “regular” reviewing Board member and the Chair. Some felt the full Board should review all course-based proposals the way other Boards do, while others felt the current process is sufficient.</p>	<p>3. The GEC voted 4-3 in favor of having the full W Board review all course-based W proposals.</p>
ADJOURNMENT	<p>The next meeting of the General Education Committee will be on Thursday, November 30, in Hawaii Hall 309 from 11:30am-12:30pm.</p>	<p>Meeting adjourned at 12:35pm.</p>

Respectfully submitted by Lisa Fujikawa, staff

Approved on Date with 7 votes in favor of approval, 0 against and 0 abstentions.