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GENERAL EDUCATION COMMITTEE
MEETING MINUTES

MEETING DATE: November 30, 2018 10:30 AM -12:00 PM
LOCATION: ITB 105
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	Michael Cooney	P	Ronald Cambra	E	Vicky Keough	P
Shannon Johnson	P	Geoffrey LaFlair	P	Ryan Yamaguchi	A	Sheela Sharma	E
Kalikoaloha Martin	P	Garrett Clanin	P				
		Micah Leval (ASUH representative)	E	Stacey Roberts (SEC liaison)	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Shannon Johnson at 10:30 am.	
REVIEW OF MINUTES	Minutes from Nov. 9. Approved as amended, 8-0-0. Minutes from Nov. 16. Approved as amended, 7-0-1.	
ACTION ITEMS	<ol style="list-style-type: none"> 1. Motion to award Focus designations to courses rather than instructors (revised); also a list of "things to consider" when making this change. Discussion of remaining considerations in voting on this motion. <ol style="list-style-type: none"> a. Why the motion is required. Meant to reduce workload of GEC and its boards. Also, students report difficulty in planning ahead due to the unpredictability of Focus courses. Question: does GEC have any data in regards to student experience? Answer: not at present. Suggestion that Office of Undergraduate Education might have data of how often this occurs. b. How the motion will work in practice. Discussion of meaning of "master syllabus." What is that – content, readings, skills, etc.? Discussion of how to ensure that trained faculty teach skills courses. 	



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	<p>c. How the motion will affect HAP designation. There are questions built into the current HAP proposal form itself that ask about the expertise of the faculty members. Those questions can be brought into a new, course-based proposal.</p> <p>2. Discussion of procedure to go forward with this proposal. Comment: motion does not appear to change Gen Ed requirements; it would only change the process for how Focus courses are designated. Suggestion that since the motion reflects procedure, rather than a change to the substance of Gen Ed requirements, it does not require MFS approval. It can be viewed as more of a GEC “policy decision” that is distributed in the form of a memo. Counter-suggestion that since it is still a significant change, should be sent to the MFS for discussion and feedback, if not in the form of a formal motion. Proposal to summarize motion in the form of a .ppt presentation, describing key aspects of suggested changes, which can be presented to MFS. Feedback from presentation will be used to create a memo outlining changes to the process.</p>	<p>Motion to bring to the MFS as a .ppt presentation passed 7-0-0. Shannon Johnson will prepare and present the .ppt.</p>
DISCUSSION ITEMS	<p>1. Summary of recommendations from internal and external report presented by GEC chair.</p> <ul style="list-style-type: none"> a. Discussion of current degree requirements (external review p. 12). Discussion of HSL requirements. b. Thematic pathways can be implemented under current Gen Ed construction c. Suggestion to have a “mission and values” conversation with Michael Bruno & OVCAA staff – what does it mean to have a general education requirement? d. Request that a summary of current UHM Gen Ed principles and goals should also be distributed for our reference as we consider recommendations. 	



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INFORMATION ITEMS	<ul style="list-style-type: none"> ● From GEO Director: <ul style="list-style-type: none"> ○ Status of proposal to adopt a WICHE passport across UH system. GEO director and GEC chair want to form a working group to look at WICHE passport learning outcomes and see how they map onto learning objectives of our Gen Ed courses. Note that we don't have learning outcomes for all of our courses so we might need to write those LO's before we can vote on joining WICHE system. If there is interest in joining that effort CB welcomes help. Should be GEC / GEO joint effort. ○ Monica Stitt-Bergh (Assessment Office) wants to apply for an institute on contemporary ethical reasoning and assessment. She will create a team of between 2-5 faculty from different departments to join this initiative. Would be really helpful in terms of collective efforts to provide assessment data for WASC, which is due by spring 2020. Thinking of approaching Business and a humanities department to partner in this initiative. ○ IT person / web developer in OVCAA who was working on online Gen Ed proposal system has left UH unexpectedly. This effort will be picked up in the spring semester by the interim database person assigned to the OVCAA. Impact will be a one-semester delay in rolling out online proposal system. ○ Ask MFSEC liaison if there is an update in regard to candidates from psychology, natural sciences for focus boards. MFSEC liaison reported that CFS and SEC have not appointed any new Board members. ● Halina: wants to invite the chair of CFS to speak with us. Can ask the chair of the CFS to explain their process from their perspective so we can see how they view the process of finding faculty to fill boards, etc. 	<p>Motion to invite chair of CFS to attend GEC meeting passed 7-0-0.</p>
ADJOURNMENT	The next meeting of the General Education Committee will be on Dec. 7, 2018 at 10:30.	Meeting adjourned at 12:15 pm.

Respectfully submitted by Shana Brown, Secretary.

Approved on 12/07/2018 with 6 votes in favor of approval and 0 against.